



**Parent Crew Foundation
Meeting Agenda and Minutes
Wednesday, January 19, 2022
5:30pm via [Zoom](#)**

In attendance:

Gina Meachum, President

Sheila Townsend, Treasurer

Rachael Kelley, Director of Communications

Jaclyn Bradley, Secretary

Brooke DiDomenico, Member-at-Large

I. Welcome

II. New Business

A. December Meeting Minutes approval:

- Gina made a motion to approve the meeting minutes from December, Rachael seconded, and all were in favor.

B. Member-at-Large:

- Brooke DiDomenico-Brooke has a kindergartener at REMS, this is a two year appointed position as a helper for other committees and roles.
- Gina made a motion to appoint Brooke as a Member-at-Large, Rachael seconded, all were in favor. Welcome to the board, Brooke!

C. Public Crew Board Meeting

- Thursday, 02/10 at 6:30pm
- Our original intent is to hold this meeting in person, so if the meeting can't be in person we'd like to postpone it.
- Gina will ask Trena for a decision regarding in-person or remote by Wednesday, 01/26.
- If the meeting is postponed we will set another date at the February meeting

D. Bingo Night in January

- This has been postponed until further notice since we cannot be in person at the moment

E. Notes from Ms. Jenny that were brought up to SAC

- Red Envelope data-money raised, number of participants, parent-teacher feedback across the years.
 - a) All staff members received the same amount for their gift, part-time staff received a smaller amount. In terms of being legally compliant the board needs to keep the donation amounts from each family anonymous.

- b) The Red Envelope gift giving did not preclude families from giving additional gifts or additional dollar amounts to any staff members during the holiday season.
- c) The feedback that the board has received from both families and staff members has been overwhelmingly positive. The inclusion of all staff seems to be a big point of pride.
- Auction-What is the new name, date, plans, crew art projects?
 - a) At the moment the auction committee does not have a crew art committee so there is not any new information
 - b) Gina will reach out to Kendra (our volunteer coordinator) to find a crew art chairperson
 - c) Jen Mouttet will reach out to Erin and Colleen about a staff blast email including auction information that we have at the moment.
- When will items purchased from RAD funds arrive?
 - a) Sheila has gotten two item requests from Mr. Bob for supplies and for an October reimbursement.
 - b) Purchases from RAD funds is in the works

F. OLE Discussion

- Gina will communicate with Nick about the items for the OLE including the soccer goals and volleyball nets
- Gina will touch base with Bob about the specific items that he would like purchased from the parent crew board

III. Principal Report

- Our biggest concern right now is the impact covid is having on staff and staff morale; it has impacted resources that we have
 - a) Currently we have a staff appreciation planned for this Friday
 - b) What kind of volunteers could we have in the building? What would support them in the immediate future? Gina will touch base with Trena asking her questions about what can be done and how much wiggle room we have for volunteers being in the building
 - c) Could we reach out to crew parents to do something special for their crews? What can we do about additional staff and IAs? Gina will reach out to Kendra and Lindsay Smith to see if they think this idea is feasible: Every crew parent communicates with their crew about raising funds or coming up with ideas to appreciate/cheer up their crew teacher and one additional staff member each week until spring break.

IV. Officer Reports

A. President

- Spirit Wear-Gina cannot get any responses from the spirit wear company
- We want to merge our spirit wear with RSS officially
- Rachael makes a motion to source our spirit wear through the same company that RSS is using and merge our spirit wear as needed. Jackie seconded the motion. All were in favor.

B. Vice-President

- Jen was not present
- Gina will reach out to Jen about getting an update from Erin and Colleen regarding the auction
- We will invite Colleen and Erin to attend each meeting from now until the event

C. Treasurer

- We renewed our paperwork that needed to be renewed
- Do we want to consider a name change from REA to the Parent Crew Board in the future? This may be something we want to consider for the future.

D. Secretary

- Auction Items Storage- Gina will reach out to Jen about asking Erin and Colleen to grab the auction items.

E. Staff Liaison

- Valentine's Parties
 - a) What role is the parent crew hoping to provide? (Last year the parent crew provided goodie bags to all students) Some teachers have said they don't need any help with this.
 - (1) Parent crew will reach out to Kendra regarding the roles of crew parents for classroom parties and to work with their crew teachers.
- Life is Art
 - a) Some information is needed for new staff, staff role, crew art, teacher time, attending the fundraiser, staff tickets, how can staff support getting volunteers for this, etc.
 - (1) Staff can put fliers into Thursday folders and can also add the auction communication that is in the weekly blog into their own classroom newsletters or communication with parents would be helpful.
 - (2) Colleen and Erin will reach out to staff regarding these questions and information needed.
- Showcases
 - a) Parent crew will help get volunteers for this event in the spring.
 - b) Parent crew will revisit the treats for the showcase as the event gets nearer
- Yearbooks
 - a) Will parent crew be purchasing staff yearbooks?
 - (1) Parent crew has not purchased yearbooks for staff in the past so will not starting this

F. Director of Communications

- Reminder emails to staff regarding profiles
- Profiles completed/updated through 6th grade

New Spotlights:

1/20 Ms. Leisl - Gina

1/27 Ms. Stacy - Sheila

1/27 Ms. Margie - Gina

1/27 Mr. Bob - Rachael

2/3 Ms. Monica - Jackie

2/3 Ms. Nicole - Jen

2/3 Ms. Jenny B. (SLPA) - Sheila

2/10 Mr. D - Jen (please touch base, no response to emails)

No response from Martha or Keelie, will reschedule if they want spotlights.

V. Old Business

- Auction Volunteer Needs-Rachael will continue to reach out to Erin and Colleen about the needs that they have so Rachael can push for volunteers for their committee.

Adjournment