



**Parent Crew Foundation
Meeting Agenda and Minutes
Wednesday June 29, 2022
5:00pm – Philip S. Miller CR Library / [ZOOM](#)**

In attendance:

Allie Waltee – President
Bri Mowen – Vice President
Ashley Cammack – Secretary
Brooke DiDomenico – Treasurer
Rachael Kelley – Communications Director
Lindsey Smithson – Member at Large
Lauren Picune via Zoom – Carnival Chair Lead

I. Welcome

Motion to approve May Meeting Minutes motioned by Bri, seconded by Lindsey. All in favor, motion approved

II. New Business

A) Carnival Chair Lauren Report

- Presented preliminary plans for games, volunteers needed and food
- Kona Ice to return with 20% return donation
- Volunteer sign up genius to be sent out via Kendra
- Jaclyn Bradley and other moms offered to run Cake Walk donations
- Allie to send teacher game suggestions to Building Leadership for approval
- Brooke to coordinate Gear Swap at Carnival
- Approximately 400 in attendance last year

B) Budget Review

- Proposed budget reviewed after Allie and Rachael had meeting with Trena
- Bri set motion to approve proposed budget and to post online and share with the community, Rachael seconded motion, approved by all. Rachael and Brooke to create shared format

C) RAD

- Scheduled Friday October 7, 2022
- Funds raised asked to purchase outdoor climbing wall
- Service project with Task Force coordinated by Allie, present at a BEAT
- Chair volunteers being reviewed; volunteers needed
- Status of 6th grade leadership team helping this year undetermined

D) Finalization on Committees

- Realign board members to head committees
- Brooke reports Running Club is in works of getting revamp approval from District
- Allie asking Kendra about assistance with high volunteer needs for Book Fair
- Goal to have all chair leads picked by Carnival night
- Allie to chair lead Crew Parents and assist in more parent communications
- Rachael to present forms to parents for volunteers and needs over school year

E) OLE Project

- Michael Shoeman to ask for more money from the district
- Contractor reached out by Allie, agreed to donate
- Mr. Bob and Stacey W now involved in playground decisions
- \$15000 phase 1 needed outside of what's donated
- Turf being measured
- Trees and bushes need to be donated, requests in to local companies for assistance/donations. 6-8 trees needed, however many bushes we can get we can use

F) Teacher Grant Competition

- Competition style grant:
- Teachers would write grant within stipulations
- PCF would write rules for grant competition. Allie and Rachael to write and present at next staff meeting
- Awarded at RAD
 - Rachael motioned to fund teacher competition at \$1500, Brooke second, approved by all

III. Principal Report

- None at this time

IV. Officer Report

A) President

- PCF meeting dates soft set, need for Trena to approve
- Monday August 22, 2022 5pm at REMS library (pending)

B) Vice-President

- Working with Jen to finalize transition of crew wear, need to determine colors for shirts
- Allie to give her Lauren's contact information and how to best assist as committee liaison
- Will reach out to Natalie to ask SAC to have a booth at Carnival

C) Treasurer

- New family mentors: need solidify pairing and what to present (voyage, types of events where to find volunteer info, Track It Forward, etc) Work with Cari to update list of new families including discovery crews
- Flyer to be handed out at listening conference; Rachael to help create flyer

D) Secretary

- No report
- Rachael to help get set up with PCF google docs

E) Staff Liaison

- No report

F) Director of Communications

- Yearbook lead chair volunteer post needed from Bri
- Gear Swap information post needed from Brooke
- Allie to coordinate with teachers to create a google drive for pictures
- Sign-up Genius for volunteers for Carnival to be sent out
- Post about hiring for teacher positions
- Post about registration opens
- Website currently up to date including what chair leads are still needed

G) Member-at-Large

- Sending email to staff liaison and Trena to target better staff appreciation schedule and needs for coming year.

- Needs new library contact to reach out to for book fair

V. Old Business

Adjournment

- Motion to adjourn today's meeting made by Rachael, seconded by Lindsey. Approved by all
- Next meeting scheduled Wednesday July 27, 2022 at 5pm at REMS library