

## **REA Board Meeting**

### **Agenda**

**September 13, 2018**

**4:30pm**

#### I. Welcome

Who is present:

Amanda Hancock (Volunteer Coordinator)

Lisa Johnson (Teacher)

Tiffany DeYoung

Elise Bratz

Brittnee Pierce

Jaclyn Bradley

Deborah Lemmer

#### I. Open Forum

#### II. Principal's Report

##### A. RAD Update:

- Kick off is next Wednesday, September 19th
- Kim is handling the webpage and the letter that goes out to parents in the folders
- 4th grade and Ms. Theresa's crew will miss this kick off, so they may get their packets late.
- Lisa and Ms. Jill will present to the teachers, who will present to their crew so students understand what they are doing
- Tyler created a new website with the information for the school's website
- Volunteer sign up is already live and out to parents and is also on the school website-already a few sign ups. :)
- Volunteer training, October 3rd
- What can we do to organize the parents the morning of RAD? Volunteer check in table? Should Shawna send out the Volunteer Agreement for those who are bringing family members?
- Britnee and Tyler will chat about making the fundraiser website easier to navigate.
- RAD Marketing group- we have the kick off and then 2 BEATS in a row in addition to hype in the classroom
- 44 t-shirts ordered

- How do we motivate the 6th graders? Teachers/staff may be able to discuss ways to increase participation from the older students. Grade level competition? Grades combined for competition?
- The schedule of the day AND the powerpoint of the activities will be linked, as well, so parents and family members can see what the day looks like for students.

## I. Officer Reports

### A. President

- Nothing to report

### B. Vice President

Life is Art Update: March 2, Cielo's in Castle Pines

- Meeting with Josh on the 25th regarding the auction/auctioneer
- Josh Hay will be taking care of the Handbid
- Currently receiving bids for catering
- Starting to find volunteers for the various positions
- Procurement and sponsorship letter has been completed
- Started conversation with RSS for the kids night
- Malissa Stahl will be doing the Crew Art this year
- Auction baskets were discussed:
  - Grade level auction baskets? The crew parents will put a basket together for each grade together.
  - How big the baskets should be?
  - Should they get donations for the basket?
  - How do we make sure parents don't feel like they are monetarily responsible for too much?

### C. Secretary

- Approval of August Minutes

### D. Treasurer

- Still looking for someone to learn the Treasurer position for next year

## II. Committee Updates

### A. Crew Parent update from Amanda Hancock

- Every teacher has their crew parent

### B. Volunteer Coordinator

- Shawna is working on a database for our volunteers so we can find people with specific talents

- How can we get more parents on board with sharing their talents?
- Let's chat with Amy at RSS to see how she acquired parental information
- Rink at the Rock and Chipotle are already scheduled
- Still looking for volunteers for Family Fun Nights
  - \$860 made last year
  - Should we ask parents who go to the PNO social event for interest to fill that role?

## I. Old Business

### A. Update on REA Grant form

- Third party to look over the process (Brittnee's RSS contact)
- DCSD has to be notified for donations over \$5,000 (with a donation from a non-profit/non-profit to non-profit donations)
- Are other schools having their parent organizations do the purchasing (those not a part of DCEF)?
- Can we have a member of the staff who is a parent be another authorized signer?

### B. Purchase of Water Bottles

- We have the polar water bottles that will be given out for gifts
- 20-30 Nalgene bottles left
- Inserts are 2/\$5,
- We will wait until the spring to order additional water bottles since most people have already purchased their water bottles for Fall voyages

### C. King Soopers Cards

- Andrea has KS cards in the front office (Deborah will ask how many are left and send out an e-mail to Jackie with that number)
- Jackie will contact Meaghan about the program

### D. Crew Wear

- Jackie will reach out to Eva Voss regarding Deborah's graphic suggestions and the suggestions of the REA board
- Some questions about the initial crew wear suggestion:
  - We're not sure what is on the graphic, can we get a proofs so it's easier to see?
  - Are the fleece vests adult sizes?
  - Are the wind pants adults or kids? We're concerned that if the wind pants aren't waterproof that it may be confusing for parents

(we don't want them to send them on voyage with these). Take them off if not rainproof.

- Can they bring samples so people can see them?
- The hiker shirt seems a little large, and should the graphic go on the back instead of the front? Can we put the compass (small) on the front. Can we get the old graphic (Deborah and Jackie have a copy of it) and the Take a Hike shirt?

## I. New Business

### A. REA website updates

- Changes to correct the wording
- Annual report on the website needs to be put up (bi-annually, more simple report)
- Jackie will touch base with Jen about updating the website to reflect the correct volunteer log forms (Track it Forward), and put it in the newsletter with information about the benefits of tracking hours as well as the link for Track it Forward. The benefits of tracking each family's volunteer hours:
  - Point of pride for parent involvement
  - Accountability
  - Recognizing all volunteers
  - Helpful when writing grants

## II. Open Forum

## III. Adjournment