

**CVMCS Parent Group Meeting Minutes**  
**Virtual meeting on Microsoft Teams**  
**01/19/2023 at 6PM**

**Approved 3/28/23**

**Attendees** (Informal roll call)

___ Ashton Dambowy, <i>President</i>  <i>Present</i>	___ Kate Holmes Thompson, <i>Secretary</i>  <i>Present</i>	___ Tonya Hughes, <i>Fundraising Coordinator Chair</i>  <i>Not present</i>	___ Adrienne Shepard, <i>VP and Family Events Coordinator Chair</i>  <i>Present</i>	___ Anna Foiles, <i>FAC</i>  <i>Present</i>
___ Gin Winter, <i>Treasurer and Garden Coordinator Chair</i>  <i>Present</i>	___ Lisa Nelson, <i>Volunteer Coordinator</i>  <i>Not present</i>	___ Brittany Hattrem, <i>Fundraising Coordinator Co- Chair</i>  <i>Present</i>	___ Shelly Reynolds, <i>Family Events Coordinator Co- Chair</i>  <i>Not present</i>	___ Jürgen Schaupp, <i>FAC</i>  <i>Present</i>

*Other attendees: Ms. Pam, Ms. Caroline I, Ms. Amy D*

*Motion to call to order by Gin W. Seconded by Kate T. at 6:07PM with Ashton D. presiding.*

**Approval of Minutes**

- Review 12/20/22 Minutes. Motion to approve by Brittany H.  
Seconded by Gin W. Majority vote unanimously approved.*

**School Staff Reports**

- 1. Principal (Ms. Pam H.)*

- *School is preparing for WinterFest. Gin W. moves to cover WinterFest costs, up to \$200. Brittany H. seconds. Motion passes unanimously.*
  - *An associate role is still open at Children's House.*
  - *Working with Governance Board on the charter contract renewal. Asking for 4K bussing support (mid-day bussing home) and contract term of 5 years.*
2. *Partnership Coordinator (Ms. Gin W.)*
- *Looking into and working with district and school contacts to provide meals to children if they've forgotten packed lunches, and/or need don't have money in account for a hot lunch.*
3. *Secretary (Ms. Amy D.)*
- *New application process is up and running for the 2023-24 school year lottery.*
  - *E2 field trip – requesting financial support for a trip to Science Museum and Omni Theater, including bus transportation. Parent Group to meet again before next month's meeting to review budget and determine ability to support.*
  - *T-shirts for track meet – requesting support for purchasing matching shirts for 5th graders. Gin W. motioned to approved shirts for fifth graders. Adrienne seconded. Motioned passed unanimously.*
4. *Teacher/Staff (Ms. Caroline I.)*
- *Second virtual school day prep happened with students yesterday so all students had a sense of what to expect.*
5. *Governance Board (Ms. Sara M.) – shared by Ms. Pam*
- *Teacher staff survey went out last week of what's going well and could be improved.*
  - *Working on charter school contract with school district.*

- *Working on Community Connections survey that will hopefully go out to school families next week. This survey includes questions about interests, talents, work history, etc.*
- *Coffee socials booked for rest of school year, with special guests attending each meeting to pique interest and attendance: February 23 – Ms. Gin, March 14 – Ms. Pam, April 21 - Governance Board member, May 24 - Parents Group member – volunteer needed.*
- *Coffee Socials and Stay-and-Play organizing for 2023-24 school year – would Parent Group want to take on this organizing? Governance Board took it on to help with community building as we transitioned out of pandemic event restrictions, however, it's outside the scope of work of Governance Board. Ms. Sara available to help with transition.*
- *Senior Center is currently short-staffed and unable to provide someone to help coordinate a school / senior center collaboration right now. Ms. Sara will reconnect later this winter with the center and see what is possible before the end of the school year.*
- *Newsletter – if there is a re-start of the school newsletter, Ms. Sara can help with sharing format / files but is unavailable to help with content and production.*

## **Parent Group Reports**

1. *President/Vice President (Ashton D. and Adrienne S.)*
  - *Starting with February meeting, each committee has five minutes of uninterrupted time to provide report and submit any additional info in a report to President, which will be sent out to the Parent Group.*
  - *Committee communications should be managed within the committee.*

- *Prepare for election: request nominees for ballot in late February or early March. Send ideas by 1/27/23 to Ashton D. of how to engage new members in the Parent Group.*
- *Vote to approve Ashton as President for a second term. If approved, decide what this looks like for the VP position. Move this discussion to another upcoming meeting time when there is time for full discussion.*
- *Proposed we reschedule March meeting before or after Spring Break. Date will be discussed and agreed on later this month.*
- *Newsletter: Discussion around combining newsletter content with Parent Group and Partnership Coordinator. Gin W. and Brittany H. to connect and make a plan for February.*

*2. Treasurer (Gin W.)*

- *Treasurer's report will be sent out this week.*
- *\$21,798 checking account balance as of first week of January.*
- *Budget proposal review – documents are in the drive and will be organized in a folder for Parent Group review.*

*3. Fundraising Coordinator (Tonya H. and Brittany H.)*

- *WinterFest raffle is in process.*
- *Indoor garage sale 3/4 – Brittany will send out info about the planning and timeline logistics.*
- *Next Chipotle night Monday, 4/24/23.*
- *Spring fundraiser ideas – in contact with Down to Earth for a spring plant sale. Working to determine what is possible.*

*4. Volunteer Coordinator (Lisa N.) – no report*

*5. Family Events Coordinator (Adrianne S.)*

- *Pinehurst meet-up on 1/25 – flyers will be sent home with students soon.*

- *WinterFest on 2/3 – Parent Group members have completed kitchen training (Lisa N., Adrienne S., Gin W.) and Parent Group will provide budget for the event's food.*
- *Potential family event: Hobbs ice skating is a possibility, however, only if arrivals of participants can be staggered.*

*6. Family Advisory Council (Anna F. and Jürgen S.)*

- *FAC meeting recap – more detailed recap than was provided in December 2022 Parent Group meeting.*
- *FAC meeting largely focused on the World Language Program*
  - *What they did to assess the program*
  - *Being able to provide a solid program offering 6 languages.*
  - *Having instructors*
  - *Considering virtual options in order to offer all of the languages*
- *District is starting some of the bids based on the 2022 public schools referendum.*
- *Discussed budgeting increase for mental health supports for students.*
- *Discussion of inclement weather policy.*
- *Discussion about how we're thinking about fundraising – with what groups, who we're hoping to target, and what we're hoping to raise.*
- *FAC wants to gauge the interests and concerns of the families. FAC would like to be more proactive with collecting these opinions to better represent the body at the FAC meetings.*

*7. Garden Coordinator (Gin W.)*

- *Seed sale potential dates 2/6-2/21/23*

- *Possible flower sale for the spring is under consideration.*
- *Looking at rebuilding the beds - either reusing the current materials or purchasing new materials - to lower the height of the beds.*
- *Will be applying for the Anne Marie grant.*

### **Reminders**

- Next meeting date: 02/21/2023 at 6:00pm in the CVMCS Library.

### **Adjournment**

Motion to adjourn by Gin W. Seconded by Brittany H. at 7:51PM.

