

## CCCNS August Board Meeting Minutes

August 14, 2006

Present: Margie England, Tammy Berger, Laurel Adams, Cathy Bryan, Bettina Kehoe, Dair Brown, Eva Allen, Kathleen Farr, Matt Siena, Lora Makemsome, Rachel Lobring, Lacey Lichi, Debra Unger-Levingson, Cari Elyer, Nancy Sparks, Sarah Alexander

- I. Meeting called to order at 7:10pm
- II. June minutes passed/all approved
- III. Treasurer's report
  - a. Enrollment  
39 students enrolled. Unsure about two students in p.m. class.  
With p.m. class we are at a loss of \$9,420 (39 students)  
Without p.m. class we are at a loss of \$12,525 (37 students)

### IV.

#### Business

- a. PM class canceled – motion passes/all approved  
We would need 8 students in p.m. class to cover teacher's salary.  
We will revisit this issue if we get 5 students interested. We could open the class in January.
- b. Orientation  
Orientation Dates – August 23, 24 and 25
- c. First days  
August 28<sup>th</sup> and 29<sup>th</sup>  
Board members need to present on first day.  
Laurel will have a sign-up for snacks.  
Use fish for name tags.
- d. General membership meeting - August 30<sup>th</sup> 7pm in church basement  
(Please be there by 6:30) Snacks will be in classrooms. Laurel will divide up snacks. Use fish for name tags. Loni Dishong should attend membership meeting and maybe give a sample lesson or teach a song.
- e. Lunch bunch and Aides Updates  
Two teachers will cover each day. Board will fill in as aides. Motion passes/all approve to hire Julie Bevel as lunch bunch aide. When Camille Caruso is ready to return, Julie Bevel will step down as aide.
- f. Fall Picnic – Friday, September 29<sup>th</sup> 11:30 at Second street park  
Kathleen will check on bathrooms and walking there.

- g. Fall Open House – September 15<sup>th</sup>, 9:30 to 11
- h. Retreat – Strategic planning retreat was planned for September 16<sup>th</sup> has been postponed. Dair will send out an email attachment questionnaire for everyone to fill out and return to her by August 21. Preplanning meeting will be held at Runcible Spoon on August 23<sup>rd</sup> at 6:30pm.

Place ad in HT saying CCCNS is now accepting applications. Contact Lori Brennegar (sp?) about donating money for ad.

#### IV. Board Reports

##### a. President – Laurel Adams

- i. Board meeting scheduled for second Monday in each month. Next board meeting September 11<sup>th</sup>. No meeting in December.
- ii. Belle Caruso scholarship – Motion passes/ all approved to offer scholarship and lunch bunch for Belle. If parents would like to offer to help take Belle to and from school they should contact Laurel.
- iii. Board positions – Vice president, Librarian and Archive positions are going to shift a little.
- iv. Board Procedures – 1. Be concise 2. Confidentiality 3. Update job descriptions – give copy to Laurel and Margie 4. Check email often
- v. No luck on getting a grant or scholarship for foreign language program.
- vi. Sexual Harassment Policy Update – Laurel is working on this and will email a copy to everyone when it is finished.

##### b. Director – Margie England

- Cari and Betina, thanks for weeding the playground. Church will take care of the rest.
- Carpets were cleaned over the summer and bathrooms will be remodeled before school starts.
- \$350 for renewal of NAYC
- Lunch bunch won't start until after Labor day
- Will check on IU student teacher
- Filter everything through director
- Safety on playground – make sure parents spread out

##### c. Membership – Tammy Berger

- two calls for Rachel's class
- One child, in Margie's class, is on waiting list for Lora's. Motion passes/ approved to move this child to Lora's class.

##### d. Fundraiser – Dair Brown

- Idea for a parents night out. Friday night at school. Teachers would get paid to watch the students. Dair will check with Church. Mention idea at general membership meeting to see if parents would be interested.
  - Playground mural idea – apply for grant to pay for supplies. This will make the playground cooler and more attractive. Dair will check with church. Maybe get IU to help with design.
  - Sell ads in newsletter – year of ads \$150/\$200. We will need people on the committee – Dair, Eva and Sarah.
  - Include a wish list in every newsletter of the school’s needs. Right now we need space to store items for the school’s yard sale.
- e. Publicity – Betina Kehoe
- SRSC – CCCNS will be hosting family night on Friday, September 8<sup>th</sup> . Betina will tour the SRSC.
  - Justin Roberts Concert – February 18<sup>th</sup> We will need a committee to contact sponsors – contact Betina if you are interested.
- f. Vice President – Debra Unger- Levingson
- Debra will volunteer to be on Justin Roberts committee
- g. Secretary – Cathy Bryan
- Orientation folders will be here the week of orientation meetings.
- h. Supplies – Cari Elyer
- Has a contact to get free books for CCCNS
  - LS Ayres and Macy’s Fundraising September 16<sup>th</sup> , contact Cari for tickets.
- i. Librarian/Archives – Lacy Lichi - Nothing to report
- j. Special Events – Kathleen Farr – Each room parent should call everyone about emergency (no heat, snow day, electricity...)
- k. Participation - Sarah Alexander – Participation schedule is on its way
- l. Newsletter – Eva Allen – Items to include in next issue – school picture day, SRSC night, Aryes/Macy fundraiser, meet new teachers, open house. Parent’s Corner in every issue – will include crafts, education, recipes, how to make chores fun, helpful hints...email Eva with ideas.

- m. Parent Coordinator – Matt Siena – Will have sign up sheet for cleanup night at General Membership meeting.

V. Meeting Adjourned

CCCNS Fall Membership Meeting Minutes

August 30, 2006

Present: Margie England, Tammy Berger, Laurel Adams, Cathy Bryan, Bettina Kehoe, Dair Brown, Eva Allen, Kathleen Farr, Matt Siena, Lora Makemsome, Rachel Lobring, Debra Unger-Levingson, Cari Elyer

- VI. Meeting called to order at 7:10pm
- VII. Laurel Adams – President
  - Asked Parents/Board members for questions
  - CCCNS is looking for storage facility for garage sale. Contact Laurel.
  - Introduced Board members

Treasurer – Kate Putman – Will send out email reminders about monthly payment. If interested contact Kate. First payment is due September 1<sup>st</sup>.

Vice President – Debra Unger-Levinson – Please provide healthy snacks. Teachers will be going over this when you meet in the classroom.

Publicity – Betina Kehoe – SRSC night September 8<sup>th</sup>

Supplies – Cari Elyer – Ayres/Macy's fundraiser September 16<sup>th</sup>

Membership – Tammy Berger

Secretary – Cathy Bryan

Editor – Eva Allen

Participation – Sarah Alexander

Special Events – Kathleen Farr

Fundraising – Dair Brown

Parent Coordinator – Matt Siena

Teachers –

Margie England – There will be a blue box in her classroom for payments.

- Please use rope when opening the curtains on the stage in fellowship hall.
- Parents need to spread out on playground to make sure all areas are covered for safety.

Nancy Sparks – Lunch Bunch begins on Tuesday after Labor day. Tickets in Nancy's room. Please pay with check. Sign up on Tuesday the week before. There are six permanent spots available.

Lora Makemson

Rachel Lobring

Meeting Adjourned to classrooms.