

OCTOBER 2017 SPO MINUTES

The Summit Prep SPO

Date | time 10/28/2017 | 9:00 am *Meeting called to order by* Veronica Richardson

In Attendance

SPO Board:

Veronica Richardson, President
Lisa Montileone-Jones, VP Upper School
Phil Isley, VP Lower School & SCRIP Coordinator
Ellen Chindlund, VP Finance
Melissa Miller, VP Communications
Matt Forir, Assistant Treasurer
Crystal Zoellner, Beginners Class Rep
Jessica Schippert, Pre-K Class Rep
Katelyn Barnett, Kindergarten Class Rep
Justin Sierk, 1st Grade Class Rep
Nikki Keiper, 2nd Grade Class Rep
Laura Nickle, 3rd Grade Class Rep
Penny Scroggs, 5th Grade Class Rep
Ann Howard, Teacher Appreciation Chair & SCRIP Assistant

Board Absent:

Stevie Flottman, Beginners Class Rep
Mariana Zamora, Kindergarten Class Rep & Grandparents Chair
Megan Sierk, 1st Grade Class Rep
Sarah Martin, 4th Grade Class Rep
Alice Nelson, 4th Grade Class Rep & Book Fair Chair
Andrea Johnson, Middle School Class Rep
Leah Blakey, High School Class Rep
Melissa Wistrom, Donuts & Muffins Chair
Grant Wistrom, Donuts & Muffins Chair
Andrea Ebbrecht, Book Fair Chair
Greg Walker, Golf Tournament Chair
Kristin Walker, Golf Tournament Chair
Gerald Zamora, Grandparents Chair

Parents Present:

April Coring

Approval of Minutes

September minutes motion to approve; Lisa Montileone-Jones gives first motion with Nikki Keiper second. September minutes unanimously approved.

Financial Update

The current financial status or SPO accounting was made by Ellen. Current Hospitality balance for SPO stands at \$5,796.09.

- A. Class Funds – Balances for each class have been updated and distributed to class reps. Reminder emails are again suggested.
- B. Purchase Requests – Form is available on the Summit website. All requests must be submitted with a receipt.

Marketing Minute

Amy Maas shared that The Summit was featured on the front page of the Springfield News-Leader on Wednesday, October 18. The news story has generated interest and a lot of positive feedback.

Development Report

Vince Currao provided an update on the new marketing strategy that is being developed with Campaignium. The new campaign is set to launch on November 1. The focus is to bring more awareness to The Summit in order to increase external donations. It was recommended by Melissa Miller that The Summit get a booth at the KGBX Women's Show.

Spirit Wear

Fall Spirit Wear designs are available for reorder for the next two weeks. Orders will be due on November 9, and there is a minimum order of 25 pieces. The option to bill to family accounts is no longer on the order form; payments need to be made via cash or check. The Raven Report (10/25) has the order form and sizing guide attached.

SPO will be selling Summit logoed PopSockets (phone accessory) for \$5 each.

Winter Parties

Winter Parties are scheduled to take place on December 20 from 10:30-11:30. Class Reps should consult with their classroom teacher regarding party plans. Typically there is a game, craft and snack planned. The theme should stay a "Winter" theme and not be holiday specific.

SPO will be organizing a Cookie Shine for the teachers and staff. Families can sign up to bring baked goodies or snacks on December 20 and then the teachers and staff get to pack a basket of treats to take home and enjoy over the Winter Break.

S.A.V.E.

The Student Advocates Volunteer Event (SAVE) will be hosted by The Summit on Saturday, November 4 from 11:00am-2:00pm at the new campus (202 E Walnut Lawn). This event is for all area middle and high school students to come and learn about different non-profit organizations and volunteer opportunities.

Box Tops for Education

The Fall submission of Box Tops labels was less than we submitted last year. As a way to increase awareness for Box Top labels, SPO will begin a "Box Top Guilt Relief" program where families can provide a cash donation (\$3.00 suggested) instead of turning in labels. Envelopes for donations will be available at the front desk.

Teacher Lunch

We still need volunteers secured to cover each classroom during the regularly scheduled lunch and recess time on Monday, November 13.

Other Items

SPO is planning on having a couple of Community Dinner nights at area restaurants with a portion of the sales returning to SPO. Dates and more information to come.

Staff and Teacher Birthdays

10/27 – Mrs. Smith

10/28 – Mrs. Collins

10/29 – Mrs. Teed

10/30 – Ms. Evans

11/4 – Mr. Keech

11/13 – Mrs. Heet

Upcoming Events and Important Dates

10/31 – Uniform Buy Out \$2 Halloween

11/3 – All School Picnic 11:00-1:00

11/4 – SAVE 11:00-2:00 (202 E Walnut Lawn)

11/6-11/13 – Fall Book Fair

11/7 – Fall Concert 6:30pm at Gillioz Theatre

11/8 – Late Start Day (school starts at 9:30)

10/15 – School Picture Retakes

11/20-11/24 – NO SCHOOL Thanksgiving Break

11/30 – SPO Meeting at 9:00