

NOVEMBER 2017 SPO MINUTES

The Summit Prep SPO

Date | time 11/30/2017 | 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

Stevie Flottmann, Beginners Class Rep

Jessica Schippert, Pre-K Class Rep

Mariana Zamora, Kindergarten Class Rep & Grandparents Chair

Nikki Keiper, 2nd Grade Class Rep

Alice Nelson, 4th Grade Class Rep & Book Fair Chair

Ann Howard, Teacher Appreciation Chair & SCRIP Assistant

Board Absent:

Crystal Zoellner, Beginners Class Rep

Katelyn Barnett, Kindergarten Class Rep

Megan Sierk, 1st Grade Class Rep

Justin Sierk, 1st Grade Class Rep

Laura Nickle, 3rd Grade Class Rep

Sarah Martin, 4th Grade Class Rep

Penny Scroggs, 5th Grade Class Rep

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:

Jamie Altrup

Judy Yen

Approval of Minutes

October minutes motion to approve; Melissa Miller first with Nikki Keiper second. October minutes unanimously approved.

Financial Update

The current financial status or SPO accounting was made by Ellen. Current overall balance for SPO stands at \$13,256.61. Ellen has not yet met with Mark Sharp to go over financial software tools.

- A. Class Funds – Balances for each class have been updated and distributed to class reps. Prompt submittals of reimbursement requests is suggested. Some balances do not show all deductions at this time.
- B. Current Hospitality balance is \$4478.86 which includes a portion of Book Fair proceeds of \$300.00 in credit card payments.
- C. PayPal is now up and running.

Marketing Minute

Amy Maas shared Fall 2018/2019 classes for Beginners and Pre-Kindergarten are already almost full.

Development Report-Vince Currao

The Price Cutter Luncheon raised \$6500 for the Summit.

A group of volunteers has been assembled to explore avenues to expand and enhance our athletics department with the music department to be a future focus group.

Annual Campaign to be launched prior to Christmas break.

A day of giving has been proposed for the purpose of raising funds for lower income students lunch program and tuition supplementation. The date for the day of giving to be announced in the Raven Report; hoping for December.

A contract with Campaignium has begun with the intended goal of recruiting influencers, increasing enrollment, introducing The Summit to the broader community of capitalists and philanthropists. The campaign launches December 4, 2017.

The Partners in Innovation includes five full fledged members and Vince is searching for five more.

Winter Parties

Teacher input was requested and their feedback includes: Parents are welcome but siblings are asked to remain separate. Stress that the themes should be Winter related rather than any specific religion or holiday.

Cookie Shine

A Cookie Shine event has been scheduled for the teachers and staff for December 20, 2017. Families are asked to bring foods and baked goods. Sign up sheet is available online.

Fall Book Fair

- A. \$4326.57 Gross Sales
- B. \$1020.14 Cash profits
- C. \$1756.46 Remaining Scholastic dollars

Teacher Appreciation Week

Teacher appreciation week has been officially moved to February 5 – 9, 2018. The fundraiser for Teachers Purse will run concurrently with appreciation week. An envelope will be discreetly sent out February 1, 2018. The budget for Teacher appreciation will consist of \$20/class. Class Reps should not plan on getting extra gifts for their teachers, but can contribute \$20 of class funds to the SPO designated funds for Teacher and Staff Appreciation to help cover the activities planned that week. We will be planning a teacher lunch and will need help in covering the regularly scheduled lunch/recess period. This will be the last teacher lunch of the year. We will also need parent help in having students write notes of appreciation. Donations of \$5 gift cards to places like Panera, Starbucks and Dunkin Donuts would be greatly appreciated.

The Summit Miniature Golf Tournament

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

2018 Run for The Summit

Planning has begun for the 12th annual Run for The Summit. A new race route will need to be determined for our new school location. If anyone would like to be involved in planning, please contact Veronica.

2018 Gala

Planning is underway for next year's gala event. If anyone would like to help in planning the event, please contact Veronica.

Other Items

SCRIP--now is a good time to purchase SCRIP cards, there are several retailers offering bonus rebates. Next week will be the last week to place SCRIP orders before Winter Break.

Business Directory--the Summit Family Business Directory is now live. If you have a business you would like to include please fill out the questionnaire that is linked in Raven Report.

Community Dinners--still working on a date that works well to have a Pizza Night at Garbo's in January.

State of the School: The State of the School meeting will be on Thursday, January 18 at 6:00pm at the new building. Every family should plan to attend.

Stevie Flottmann moved to adjourn, Mariana Zamora seconded. Meeting was adjourned at 9:51am

Staff and Teacher Birthdays

12/2 – Vince Currao

12/13 – Mrs. Kimmons

12/16 – Mrs. Murphy (½ Birthday)

Upcoming Events and Important Dates

12/13 – Late Start (school starts at 9:30)

12/20 – Uniform Buy out day (\$2) Winter Parties, Early release (out at 11:30)

12/21 – ½ --- No School Winter Break

1/10 - Late Start (School starts at 9:30)

1/15 – NO School in observance of Martin Luther King JR Day

1/18 – State of the School 6:00 pm at new school building

1/19 – Daddy/ Daughter dance 6:30, Upper School Mixer 8:30

1/25 – SPO Meeting at 9:00