

# November 21, 2019 SPO MINUTES

## The Summit Parent Organization

November 21, 2019 9:00 am. Called to order by Kele Guyer

### **In Attendance**

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#### **Administration-**

Dr. Katie Heet-Head of School

Amy Maas-Admissions and Communications Officer

#### **SPO Board Members-**

Kele Guyer-SPO President

Jamie Altrup-VP of Communications

Ellen Chindlund-VP of Finance

Angela Teters-VP of Lower School

Shelley Beall-VP of Upper School

Phil Isley-SCRIP Coordinator

Erin Anderson- Pre-K Class Co-Rep

Annette Albert- Kindergarten Co-Rep

Rachel Rothwell- Kindergarten/5<sup>th</sup> Grade Co-Rep

Brittany Kaegel- 1<sup>st</sup> Grade Class Co-Rep

Taralyn Anderson- 1<sup>st</sup> Grade Class Co-Rep

Mariana Zamora-2<sup>nd</sup> Grade Co-Rep

Amanda DiMartini-3<sup>rd</sup> Grade Rep

Holly Hunt- 4<sup>th</sup> Grade Co-Rep

Cassidy Brown- 4<sup>th</sup> Grade Co-Rep

Sarah Martin- 6<sup>th</sup> Grade Co-Rep

Liliana Sweeney- 7<sup>th</sup> Grade Rep/Book Fair Co-Chair

James Gerhold- High School Co-Rep

**Absentees-**

Alice Nelson- Assistant Treasurer

Leah Sapp- Beginners Class Rep

Rachel Gerkin-Pre-K Class Co-Rep

Kristen Stranckmeyer- Beginner Class Co-Rep

Kara Bortner- Kindergarten/2<sup>nd</sup> Grade Co-Rep

Teri Harper- 2<sup>nd</sup> Grade Co-Rep

Melissa Gerhold- High School Co-Rep

Katelyn Barnett- 5<sup>th</sup> Grade Co-Rep

Venicea Wroten- Book Fair Co-Chair

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**Welcome**

Kele opened the meeting at 9:00 with a welcome to reps and parents.

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**Approval of October Minutes**

Mariana Zamora motioned to approve the October 2019 SPO minutes as presented. Motion was seconded by Brittany Kaegel. Motion passed to approve the October 2019 SPO minutes.

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**Marketing Minute- Amy Maas**

Amy mentioned office hours during Thanksgiving break. Office will be open Monday through Wednesday, but closed Thursday and Friday. Amy announced there will be a 2<sup>nd</sup> study abroad trip in

2021. This time it will be Peru! Current Summit students 4<sup>th</sup> grade and up are eligible for this trip. There will be a meeting tonight with more info. Amy announced there are upcoming open houses Tuesdays in December. Amy announced there will be the first STEM Summit on March 27<sup>th</sup> and 28<sup>th</sup>. There will be a dinner for adults on the 27<sup>th</sup> with a guest speaker and STEM workshops for families on the 28<sup>th</sup>. More info about this soon!

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### **Development Dish-Amy Maas**

Amy conveyed that Vince would like to remind everyone that the Tuesday after Thanksgiving is Giving Tuesday. If families are interested in donating on Giving Tuesday, The Summit is a great option for the receipt of donations. Giving Tuesday will also kick off the annual campaign. We would like 100% family participation. This helps when we are applying for things like grants to show that we have a supportive community.

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### **SCRIP- Phil Isley**

Thanks-SCRIPing Day is today! Extra bonuses today for online purchases. December 5<sup>th</sup> and 6<sup>th</sup> are the bonus days for physical cards. Phil reminded everyone to stock up on Barnes and Noble cards for the upcoming book fair.

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### **Announcements-Kele Guyer**

Kele announced that the athletic shirts will be distributed tomorrow. This fundraiser raised approx.. \$450! However, approximately \$800 is still needed to offset the cost of the swimming fee for the swim team. Kele announced there are some things in the works for the Slide into 2<sup>nd</sup> Semester event. More details will be given at the December meeting. Discussed the possibility of having a Taco truck. Kele asked for feedback on the group me app as suggested in the previous meeting. Many had not set those up yet, so several volunteered to help get classes started.

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### **Financial Update-Ellen Chindlund**

Ellen presented the financial report. She recapped the book fair. This was a huge success. The book fair sold over \$4500 in books which raised \$1123.15 for our school. We are still in need of an assistant treasurer. A help wanted ad was placed in this week's Raven Report. Spring fundraiser is still being discussed. We will need to vote on a final plan in December. Was suggested that we also have a Summit Spirit Night at Urban Air. We would receive 20% back on all admissions as long as we brought at least 20 people.

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### **Barnes and Noble Book fair**

Saturday December 7<sup>th</sup> is the Barnes and Noble book fair for the Summit. We will have gift wrapping and coffee and cheesecake sales going on as well. Code for the fair will go out in Friday folders and can be used instore or online good for 1 week following the book fair. Encouraged to share with friends and family. Cheesecake forms are due back by December 11<sup>th</sup>.

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### **VP of Communications Update-Jamie Altrup**

Jamie reported sign up genius going well. She reported there are several openings for spring volunteers. She suggested that opportunities to sign up would be good during the Winterfest event at the beginning of 2<sup>nd</sup> semester. On December 6<sup>th</sup> we will have a teacher lunch. Class reps will need to ask for volunteers from each class to supervise lunch and recess so teachers can have an extended lunch together that day. Jamie stressed importance of making sure those volunteers and volunteer trained since they will be responsible for students. Jamie also mentioned the upcoming Cookie Shine for the teachers. Jamie will create a sign up genius so families can sign up to bring cookies and treats for teachers on Dec 19<sup>th</sup>.

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### **Lower/Upper School Update**

Angela Teters had an idea to use group messaging app (Group Me) as a way for families to communicate outside of school. Example: 1<sup>st</sup> grade family going to the park, invite others to join.

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### **Upper School Update**

Shelley Beall reminded everyone that there will be an upper school social event for upper school parents (however, she emphasized lower school parents are also welcome), on Monday from 5:30-10 pm at 4 By 4 Brewing Company. We clarified that they do not sell milkshakes.

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### **Staff and Teacher Birthdays**

12/8 Karen Thompson

12/12 Michelle Brown (1/2 birthday)

12/13 Melissa Kimmons

12/16 Mrs. Murphy (1/2 birthday)

12/24 Whitney Wiese (1/2 birthday)

12/28 Sarah Pulliam

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**Upcoming Events and Important Dates:**

11/25-29- NO SCHOOL Thanksgiving Break

12/7 Barnes and Noble Book fair

12/11 Late Start 9:30

12/12 SPO Meeting 9:00 am

12/16 Board of Trustees Meeting 5:30 pm

12/19 Class parties and Early Release 11:30 am

12/20-1/5 Winter Break

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Motion to adjourn was made at 9:50 by James Gerhold and seconded by Taralyn Anderson.