

SPO Meeting Minutes  
December 16, 2021

Members Present: Britt Kaegel, Tess Hemphill, Phil Isley, Nikki Keiper, Kelsey Jenkins, Davina Easter, Rachel Gerken, Shannon Russell, Greg Walker, Jennifer Black

Members Absent: Roz Madden, Jamie Altrup

Administration: Dr. Katie Heet, Amy Maas, Whitney Wiese

Amy Maas called the meeting to order at 9:03 am.

Tess Hemphill motioned to approve the [November Meeting Minutes](#), seconded by Britt Kaegel. Motion passed.

### **Head's Highlight - Dr. Katie Heet**

- **Celebrations**
  - Ryleigh R. (7th) - Missouri Music Teachers Association (MMTA) State Honors Auditions
  - Verity G. (12th) - Drury Acceptance
  - Summit Alum, Claire Workman (Class of 2017) graduated Summa Cum Laude from Oklahoma State University. She is now pursuing her master's degree in cell, molecular, and microbiology at OSU.
  - Freshmen and sophomores who took the PSAT this fall have all met college readiness benchmarks in reading and Language Arts and are on track to meet college readiness in math by their junior year of high school.
  - Middle School StuCo took on leadership roles in 5th Grade Jump Up Day/ "Soaring into Sixth" by hosting 5th grade students at lunch for an informative Q&A on middle school
  - FIRST LEGO League team (all first year competitors) advancing to state competition and received the Best Robot Design award
  - Maren B. (10th) medaled at the Winnetonka Holiday Invite swim meet
- **Parent Education with Dr. Brandi Klepper**
  - Fall event was well attended and well received by parent community.
  - Dr. Klepper will be invited back for a second parent education event in the spring and a faculty professional development session. Details TBD.
- **Innovation Lab Launch Recap**
  - On [GivingTuesday](#) - \$27,860 raised, matched to \$55,720 (over halfway to our \$100,000 goal!)
  - BASE Construction Management, Hood-Rich Architecture, and Long Heating & Cooling have all been on campus to tour the space and begin detailed construction plans. Next meeting scheduled for Monday, December 20th.
  - Goal to begin construction in summer 2022

### **Marketing Minute - Amy Maas**

- Currently 146 enrolled
  - 2 new middle school students have joined since last SPO meeting
- Early Learner and Kindergarten screenings scheduled for Friday, February 18th
  - Potential for a wait list in all three grades (Beginners, PreK, Kindergarten)

### **Development Dish - Dr. Katie Heet and Amy Maas**

- Admin has contracted [AnnaBelle Events](#) to help plan the gala on March 4, 2022

- Anne and Monica with AnnaBelle Events will be at the January SPO meeting to introduce themselves and meet parents
- Admin continues to field applicants for the Development Officer position
- [Soaring Together, The Summit, 2021-2022 Raven Fund](#): Annual campaign has raised \$97,262 of \$100,000 goal
- From July 1-September 30, 2021, The Summit received \$120.19 in AmazonSmile credit
- Britt Kaegel asked for clarification on class rep expectations for gala projects. Amy Maas confirmed that class projects are not an expectation this year. If a class or group chooses to complete a project or put together a basket for the auction, they are welcome to do so.

### **Financial Update - Amy Maas**

- [Finance Report, 12/15/21](#)
- Scrip - Phil Isley
  - Families earned \$381 in rebates this month. There will be no physical card orders until January 10, 2022. Families are welcome to purchase physical cards from the binder at the Front Desk.
  - For the Scrip program to continue, a volunteer must be willing to serve as the coordinator. Interested parents should contact [Scrip Coordinator, Phil Isley](#).
  - Britt Kaegel asked if Scrip rebates could be used toward tuition if Growth Fund is eliminated. Dr. Heet will discuss the options for allocating Scrip rebates on family accounts with Kristin Walker, Finance & Operations Officer, and share more information at the next meeting.

### **Community Events**

- [All Family Winter Glow Movie Night](#)
  - Nikki Keiper provided an update on the Winter Glow Movie Night scheduled for Friday, December 17th from 6-8pm at The Summit
  - Families will be watching [Abominable \(2019\)](#) in the Music Room
  - Glow sticks will be provided
  - Optional snacks may be purchased, all proceeds will benefit [Gathering Friends for the Homeless](#)
  - Anya Jones, Fun Zone Coordinator, will monitor the front doors and secure the building after the event
  - Davina Easter has fielded parent questions about spacing at the event. Families will be allowed to space themselves. A recommendation was made that families could bring a blanket to designate their personal space at the event. Questions or concerns may be directed to [Movie Night Event Chair, Nikki Keiper](#).
- **Proposed Spring Event: Color Run**
  - Shannon Russell proposed an idea for a new spring event, a Color Run, to be held on The Summit campus in the Big Backyard.
  - Shannon is friends with the PTA president at Disney Elementary who has agreed to share their planning information on coordinating the event. Shannon has agreed to chair the event if SPO wants to move forward.
  - Discussion was held on how the event was executed at Disney Elementary and how the event may look different for The Summit, volunteer needs, timing of the event, and supplies needed.

- Members present agreed to move forward with the next step in the process. Amy Maas will share the [Summit Event Proposal Form](#) with Shannon Russell to complete. Admin will review the form, and Shannon will present the event details and proposed budget to SPO at the meeting on January 27, 2022 for a vote.
- **Other Spring Events**
  - Nikki Keiper proposed a spring movie night with an outdoor projector in the Big Backyard. Tess Hemphill suggested having food trucks at the event and proposed the event could be in conjunction with Family Fiesta.
  - The Volunteer Sign Up Genius will be shared in January when new spring events are finalized. At this time, there is not enough volunteer support to execute previously scheduled Trivia Night, Talent Show, or the Carnival events.

### **Winter Parties**

- [Class Rep Responsibilities for 2021-2022](#)
- Britt Kaegel asked about timing of winter class parties. Dr. Heet confirmed that class parties begin at 10:30 am, but class reps may arrive earlier to help set up. Please coordinate set up times with your classroom teacher. Parents should arrive at 10:30 am. All parents are invited to attend class winter parties.
- Britt Kaegel asked for clarification on baked goods at class winter parties. Amy Maas confirmed that treats may be homemade but should be packaged or presented individually to prevent cross contamination.
- Davina Easter asked for final confirmation and clarification on food allergies in classes. Britt Kaegel suggested class reps could send a final reminder note to parents about class winter parties and include any food allergies in case other families were planning to bring treats to share with the class.

### **Teacher Appreciation Committee**

- Linda Griffin (LS Art) and Dulsey Stewart (LS Yoga) shared personal notes of thanks to the Teacher Appreciation Committee for their birthday gifts
- [Employee Birthdays](#) - January
  - If you would like to volunteer to put together a basket for a January birthday, please contact Amy Maas.
- Holiday gifts are at discretion of class reps and families. There is a \$25 gift giving limit for employees from an individual or family, in accordance with the employee handbook. There is no limit on gift giving if organized as part of a group. Employees are not expecting holiday gifts.
- [Cookie Shine](#) is being organized by Angela Teters. Cookie Shine will be set up in the Community Room on Wednesday, December 22nd for teachers to collect a bag of goodies before leaving for Winter Break.

### **Other Discussion**

- Kelsey Jenkins asked if Winter Party and Early Release Day is a regular uniform day. Amy Maas replied that it is at the teacher's discretion and is typically a casual dress day. Students may continue to wear uniforms on this day as well.

At 9:47 am, Tess Hemphill motioned the meeting to adjourn, seconded by Britt Kaegel.

Meeting adjourned at 9:47 am.

### Upcoming Events

- 12/17: Winter Glow Movie Night, 6-8:30pm
- 12/21: \$2 Uniform Buyout, proceeds will benefit STEM Innovation Lab
- 12/22: Winter Parties, 10:30-11:30am & Early Release at 11:30am
- 12/23-1/4: Winter Break
- 1/5: Students Return to Class
- 1/19: Late Start, 9:30am
- 1/27: SPO Meeting, 9am & State of The Summit Meeting, 6pm

### Upcoming Birthdays

- 1/4 - Halina West, Fun Zone Coordinator (half birthday)
- 1/7 - Emilie Dodge, 3rd Grade Teacher (half birthday)
- 1/13 - Jordan Alexander, Upper School Language Arts
- 1/15 - Blair Verney, 5th Grade Teacher (half birthday)
- 1/23 - Anya Jones, Fun Zone Coordinator
- 1/25 - Venita Watts, Front Desk/Administrative Assistant (half birthday)

## **Summit Parent Organization (SPO)**

### **Class Reps**

Davina Easter	Early Learners	(417) 860-7450	deaster@live.com
Tess Hemphill	Kindergarten	(417) 718-1181	tess.hemphill@gmail.com
Kelsey Jenkins	First Grade	(417) 827-4536	kjenkins@morrispropllc.com
Davina Easter	Second Grade	(417) 860-7450	deaster@live.com
Britt Kaegel	Third Grade	(417) 569-0035	bkaegelsummit@gmail.com
Roz Madden	Fourth Grade	(417) 830-7766	rozbuckner@hotmail.com
Jamie Altrup	Fifth Grade	(417) 496-1552	jaltrup@gmail.com
Jennifer Black & Nikki Keiper	Upper School	(417) 840-7426, (417) 569-9772	jrose_w@yahoo.com, nikkid2184@yahoo.com

### **Committees**

Phil Isley	SCRIP Coordinator	(314) 221-7947	scrip@thesummitprep.org
Lisa Montileone, Kelsey Jenkins, Remi Fasipe, Sherrie Sturtevant, Amanda Ward	Teacher Appreciation Committee		
Liliana Swinney	Fall Scholastic Book Fair Coordinator		
Lisa Tantone, Amanda Ward, Davina Easter	Donuts with Grown Ups		
Tess Hemphill, Nikki Keiper, Kelsey Jenkins, Jennifer Black	Winter Glow Movie Night		
Angela Teters	Cookie Shine	(417) 773-0799	angteters@gmail.com