



Parent Crew Meeting Minutes

September 1, 2020 – 6pm

RSS Courtyard – 3954 Trail Boss Ln, Castle Rock, CO 80104

Attendees: 32, including Head of School (Amy Stuart) and PCF board members (Jammie Linn, Eileen Gordon, and Casey Hymore)

Called to Order: 6:08pm (Jammie)

Open Forum:

- Iris asked if there would be a way for the Art teacher to change the Zoom format to prevent echoing across all in-person student computers in the classroom. She is going to follow up with Amy Stuart.
- Brie asked how to volunteer. Jammie recommended joining the various PCF committees, then described how to log hours on Track it Forward. *Correction email was later sent updating volunteers of the new Google Doc volunteer form.*

Updates:

- School Supply Fundraiser Update (Eileen):
 - Over \$700 was raised with 45 students purchasing kits.
 - We plan to continue this fundraiser for Spring 2021, and Eileen will give a verbal confirmation next week to EduKits. By committing to the fundraiser this early, we will receive a larger discount on the supply kits than we did in 2020.
- Parents' Night Out (Eileen):
 - Partnership with Renaissance Elementary in the Spring (unsure whether this event will take place)
 - High School students serve as babysitters to earn hours for graduation and lead younger children in crafts, games, movies, etc.
 - PCF is looking for a volunteer to take over the planning and coordinating of the event.
- Budget (Jammie):
 - As of May 2020, \$5,437 in PCF account (additional money from Pizza Fridays and School Supply Fundraiser not yet included). Upcoming meeting on 9/3/2020 to finalize budget with Brittnee, Christy, and Jammie.
 - \$2,000 is used as a buffer in account; \$3000 earmarked for Rocktober.
 - \$850-\$1000 needed for Staff Appreciation throughout the year.

New Business:

- **Fall Flower Fundraiser (Tina and Beth):**
 - Partnering with a supplier in Arvada, we are purchasing (minimum) 100 one-gallon pot-sized mums for \$5 each and selling them for \$15 each or 2 for \$25.
 - Utilizing Sign-Up Genius, buyers will pre-purchase their orders, then pick up before or after school in approximately two weeks from now.
 - Advertising will begin ASAP via Facebook, Instagram, and RSS weekly newsletter.
 - Volunteers needed to hand out flowers before and after school.
- **Staff Appreciation (Jammie):**
 - Fundraising needed to support staff:
 - monthly meetings (snacks, displays, and birthdays treats)
 - Staff Appreciation Week (daily treat in boxes and party on Friday)
 - life changing events (new baby gift, wedding gift, health issue support, etc.)
 - staff meals (parent conference, 1st day of school, etc)
 - Instead of asking for donations from local restaurants and businesses this year, we have a Sign-Up Genius available for parents to donate (a tax deductible) \$25 to support Staff Appreciation. The signup link has been included in RSS weekly newsletters, and 14 parents have contributed to date.
 - The September monthly staff meeting will be Aloha themed with snacks being donated by Bahama Bucks. Bahama Bucks had committed to donating snacks for the May 2020 staff meeting, but with the meeting's cancellation due to COVID, Bahama Bucks agreed to postpone their donation to September 2020.
- **Rocktober (Jammie and Eileen):**
 - The two previous Rocktober Fundraisers have provided funds for the gym's climbing wall (2018) and updated technology (2019), such as the Maker Space and Innovations Lab.
 - Rocktober will look different this year since we cannot put on a large in-person event. Details have yet to be determined. However, what funds are collected will be used to provide an outdoor learning classroom (electricity, shade, seating, white board, protection from weather, firepit, campfire style, etc). Gas has already been installed to the anticipated location.
 - ANB Bank has already provided a \$500 donation toward Rocktober.
 - We will not be asking for donations from local restaurants and businesses this year.
 - Volunteers are needed to establish a committee for fundraising ideas. First committee meeting is expected to be in the next two weeks.
 - Iris suggested using the RSS courtyard to host a similar Rocktober event as previous years. This option is a possibility for future events, but not this year due to social distancing requirements.

- **Volunteers and Recruiting (Eileen):**
 - Sign-Up sheets for various committees are available tonight.
 - The Rocktober VIP parking spot is being considered to change to a Volunteer of the Month parking spot.
- **COVID-Related School Needs (Amy):**
 - There are no current COVID-related needs.
 - The staff appreciation provided so far has been positively impactful to the staff, and they appreciate grace and kindness from the parents at this time.
- **PCF Calendar (Jammie):**
 - Instead of a monthly meeting this year, PCF will hold trimester meetings in September, February, and May. Smaller committee meetings will be held more regularly.
 - Anticipated future PCF meeting dates are February 2nd, 2021 and May 4th, 2021.

Adjourn: 7:09pm (Jammie)