

I.C.E PTO Monthly Meeting

September 25, 2014
MINUTES

NOTICE OF MEETING

Innovation Centre Encinitas PTO meeting was held at Innovation Centre Encinitas at Beach Chapel Church, 510 El Camino Real, Encinitas, CA 92024 at 2:45 p.m.

CALLED TO ORDER

PTO President Lauren Pennock called the meeting to order at 2:45 p.m.

PARENTS, FALCULTY, OFFICERS PRESENT:

President:	Lauren Pennock
Vice President:	Jim Anderson
Treasurer:	Donelle Anderson
Secretary:	Nila Anderson
Site Coordinator:	Ellen Ludwig
Site Secretary:	Jen Hatcher
Teacher:	Sheila Anderson
Teacher:	Mrs. Vega
Teacher:	Mr. Girod
Parent/Community Outreach:	Meghan Tudor
Parent/Staff:	Laura Bowman
Parent:	Julie Anderson
Parent/Preschool Director:	Niki Tellechea
Parent:	Bourne Burns
Parent/Church staff:	Kennie Wisham
Parent:	Julie Sleight
Parent:	Leah Neill
Parent:	Andrina Campbell
Parent:	Jammer Anderson
Parent/Spirit Wear:	Eric Ziegast

FINANCES:

Ellen Ludwig reports there is currently \$4000.00+ in JCS account for I.C.E held at JCS headquarters. I.C.E. recently received \$600.00 from Target Red Card fundraiser, but unable to cash check due to check payable to Innovation Centre Encinitas and that local bank account has been closed. Jen Hatcher is looking into having school official contact Target Red Card to have future checks made payable to JCS. Additionally, parents are currently donating funds to the Giving Campaign as well.

Do we want to open a local bank account to hold funds up to \$1500.00? Currently a petty cash box onsite can hold up to \$500.00 for easy access to funds. Otherwise, when funds are needed, Ellen Ludwig can make a check request through JCS headquarters in Julian.

HOUSE KEEPING:

There is now a PTO inbox in the I.C.E office. There is also storage onsite for PTO supplies that currently has spirit wear and trinkets for I.C.E. events.

PTO can use bulletin board outside of office for advertisement. Ellen Ludwig also has decorating supplies that PTO can use. Jim Anderson and Lauren Pennock have some ideas for the board.

VOLUNTEERS:

Ellen Ludwig is asking one parent volunteer to help put together a storage shed for the earthquake bag storage. Jim Anderson offered to help.

Two parents volunteered to work on PTO projects from home when needed as well.

FUNDRAISING:

Hot Lunch - Bourne Burns is asking for several parents to volunteer to serve kid loved hot lunches from KI's on Mondays and Thursdays that will include 25 different options, a veggie and fruit bar. Bourne offered to create a sign up genie so that parents can choose a day to serve to prevent the responsibility falling on teachers/staff that need to take a lunch break. KI lunches can be ordered and paid for by parents online through their automated system. I.C.E will store all equipment needed to serve these lunches and should only take about 5 minutes to serve. We will need a shade cover as well. We are trying to get this up and running the first week of October. This will be a fundraiser, as KI's will donate part of the proceeds to I.C.E.

Giving Campaign - Some parents asked if they can donate to the Giving Campaign through paypal and Donelle Anderson volunteered to look into setting this option up for I.C.E.

Box Tops - October 29th Box Tops will be collected via each classes' designated containers.

Fall Carnival - October 29th we will have the Fall Carnival. Sheila Anderson is heading up this event. Fall themed stations will be set up and ran by parent volunteers; however, 4th, 5th and 6th graders will be helping as well. Some stations will be free and some will require box tops to participate. Our goal is to raise \$75.00. Due to food allergies, no home made food will be permitted, however pre packaged food is welcomed. The question was asked: what would be the best way to ask parents to donate to festival? Should we charge a dollar to get in? It would be most helpful if each committee managed their theme for the carnival to ensure for a successful and fun event.

Target Red Card - Mr. Girod had an idea where a parent could volunteer to run a Target Red Card Sign Up station at the Fall Carnival to increase this fundraising participation.

Spirit Wear – Eric Ziegast is heading up this fundraiser. He is ready to place orders for shirts and sweatshirts etc. Please let him know what is needed. Might be best to sell at all I.C.E events and at drop off and pick up. He can be reached at ziegast@gmail.com.

Fundraiser Ideas - One parent offered to look into another fundraiser similar to box tops called Labels for Education. Another parent mentioned trying restaurant night as well.

SOCIAL COMMITTEE:

Donelle Anderson asked if events could take place on site at Beach Chapel and offsite. Bourne confirmed that Beach Chapel has a calendar that needs to be checked before an event can be hosted onsite. Bourne also confirmed that Wednesday and Thursday nights are already booked, however Tuesday nights are open and weekends are flexible.

Donelle suggested we have a Family Movie Night for our I.C.E families in October as well as a Family Bowling Night.

ITEMS NEEDED:

P.E. - Coach Appleby has requested four items for P.E.: Badminton set and 4 yoga mats. It was decided that we would try to get these by the end of November.

Other parents mentioned ideas for P.E. like volleyball, tetherball, and duck taping 4 squares on black top. Bourne will check with Beach Chapel to permit duck tape or paint for 4 square. There were comments that tetherball might be too injurious.

Classrooms – Teachers will create wish lists in October and give to room moms to see if PTO can help supply with funds.

GREEN COMMITTEE:

Mr. Girod confirmed that the KI's fundraiser would support this theme due to the materials they use to package the meals. Mr. Girod currently takes all recycling to the recycling center for I.C.E. His goal for I.C.E is to have more recycle waste than disposable waste and work with our events to see this impact on them. Students are currently working on garden boxes and using a compost system. Need to figure out how to manage segregated containers on a daily and weekly basis.

COMMUNITY OUTREACH:

Meghan Tudor mentioned the idea of inviting the elderly from Atria to the Fall Carnival as well as implementing a Pen Pal program through the Wounded Warrior Program where I.C.E students could write and receive letters from Veterans. She will look into this for us.

I.C.E. participates in the Encinitas Holiday Parade each year and one parent, Christina Miller, usually handles the entire parade float for I.C.E. It would be great if three more parents could sign up in early November to help with this event.

YEARBOOK:

At this point, Ellen is collecting pictures of students at school and I.C.E. events. In order to use these photos in the yearbook, parents will have to consent.

TALENT SHOW:

Ellen Ludwig mentioned that last year during the holiday season I.C.E. put together both a talent show and a holiday performance. This year we are combining them into a holiday show around December 16th?