

# **I.C.E PTO Monthly Meeting**

**October 23, 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, FACULTY, 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
Parent/Community Outreach:	Meghan Tudor
Parent/Staff:	Laura Bowman
Parent:	Natalya Navarro
Parent:	Bourne Burns
5-6th Room Parent:	Melinda Polino
Parent:	Angie Appleby
Teacher:	Erika Williams
Teacher:	Betsy Balcao
Teacher:	Marisa Thompson

### **FINANCES:**

PTO opened local bank account with Wells Fargo. We are still receiving funds for the Giving Campaign. Lunch area umbrellas are falling apart. PTO will purchase more. Coach Appleby's salary is covered.

Discussed what PTO goal is in terms of fund raising in general. Should we have a carry over of funds? Maybe we need to look at past years ledgers. Should we have some type of ledger to show running total and expenses? Should we look into having a cushion in account for pe, art, music consultants? In years past these consultants were parents and volunteers. Could we use Composer Countdown for consultants?

### **HOUSE KEEPING:**

The next two PTO meetings are scheduled for November 13, 2014, and December 11, 2014 at 2:45.

Donelle Anderson asked if Phoenix Learning Center had a gym that we could hold events. Ellen Ludwig offered to give Donelle the phone number so she could investigate. Bourne Burns advised that the Encinitas Community Center is a great place to hold events and is reasonable.

Lauren Pennock shared about ICE school website where a monthly newsletter can be generated and sent to all parents. Website is user friendly, will share upcoming events, and will have way for parents to donate to fundraisers. Discussed whether website can display what items teachers will need. Ellen Ludwig will look at and approve.

A parent asked if parents could electronically set up a \$15 monthly donation for giving campaign instead of lump sum of \$150.

### **VOLUNTEERS:**

We still need another lunch mom or dad to help supervise the students. We have an extremely generous lunch mom, Paula Matuskovic, who voluntarily offers her time to supervise both lunches three times a week. Discussed looking into having a paid lunch supervisor next year. PTO agreed to this.

### **FUNDRAISING:**

**Giving Campaign** – Donations are still coming in.

**Box Tops** - October 29<sup>th</sup> Box Tops will be collected via each classes' designated containers.

**Fall Carnival** - October 29<sup>th</sup> we will have the Fall Carnival. Sheila Anderson is heading up this event. Fall themed stations will be set up and ran by 4<sup>th</sup> graders. 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. PTO will run the cake walk. Need boom box, prepackaged mini treats, and chalk. These items can be dropped off to Bourne Burns at church office the morning of 10/29/14. Lauren Pennock offered to pick up extra treats if needed. Face painting is covered and no need for hay.

**Pizza Port Family Night** – Donelle Anderson set up this fundraiser and will take place at Bressi Ranch location on 10/27/14 from 5-8 pm.

**Family Bowling Night** – Discussed this for a November Wednesday night at the San Marcos Bowling ally. Bourne Burns will look into and email information to us.

**Target Red Card** – N/A

**Spirit Wear** – N/A

### **SOCIAL COMMITTEE:**

Discussed having science night with \$2 per student minimum, but need 100 participants. Teachers and staff would like to discuss further before we decide.

Discussed having 4 assemblies for students that PTO would pay for. Will discuss further and decide by December 2014.

**ITEMS NEEDED:**

**P.E.** – N/A

**Classrooms** – Teachers will create wish lists and email to Lauren Pennock.

**GREEN COMMITTEE:**

N/A

**COMMUNITY OUTREACH:**

**Veteran's Day** – Ms. Anderson is heading up this event. There are post cards available to hand out to invite your family and the community. All classes will present in some way. PTO was asked to sponsor by decorating and hosting a reception with light refreshments after the assembly. Last year about 50-100 attended. ICE will invite our neighbors from Atria. Discussed asking Aria's Chef to provide the refreshments.

**Encinitas Holiday Parade** – Donelle Anderson discussed the theme name is "Dropping into the Holidays". Discussed penguins with surfboards or dressing up for the snow while incorporating beach theme. Jim Anderson offered to drive boat as float in the parade. We could decorate it with lights. We just need to get permission from the church to use parking lot to decorate the boat. Jim will solidify a date when we will decorate it. We only have a month left to plan. Ellen Ludwig is completing the application with the \$50 donation from Christina Miller. Angie and a few other moms volunteered to help.

**Feeding the Homeless** - Natalya Navarro shared about her homeless community outreach ministry that serves homeless woman and children in north county. She passed out a wish list for items that would be appropriate to donate. Since winter is drawing near, they will be cold and hungry. All items donated can be gently used or new. Discussed having a drive at ICE on a given day where parents and students could bring their donations. Students could even wrap toys they are donating. Bourne Burns said the church would store items until delivered. PTO agreed to support this event.

**YEARBOOK:**

N/A

**TALENT SHOW:**

N/A