

CWS Parent Association
Minutes of the March 2010 Meeting

Attendance: The following members attended all or part of the meeting. Chelsea Green, Christine Masur, Tammy Duvall, Nicole Gunderman, Jenna Sizemore, Luke Schelly, Cathy Sacco, Maura Robson, Lisa Suttchenko, Letitia McGuff, Emily Odomsok and Katy Woodall.

Treasurer's Report and PA Grant Applications:

Chelsea Green summarized the current financial position of the PA (as provided to her by Karla Knockleman who could not attend the meeting). She explained that there was \$9100 in the PA account and that \$3000 should be maintained in the account to support the Scrip program and to cover expenses. She stated that the PA owed approximately \$1500 to CWS for faculty development, representing ½ of the proceeds from Holiday Faire. Therefore, \$4600 remained available for grants.

Chelsea then stated that there were four grant applications to be considered. She read each of the four applications a summary of each is as follows:

1. The CWS Social Health Committee requested \$400 to purchase 40 copies (one for each CWS faculty member and three for the CWS Library) of a book on bullying and teasing. It was noted in the application that the College had preapproved the grant. The PA discussed the request and agreed to grant \$250. The members decided that perhaps the Faculty could share 25 books and perhaps donate a few to the Library.
2. Terri Heist, Meshewa Coordinator, requested \$1000 for two improvements to the leased property located in Indian Hill referred to as Meshewa. It was noted during the meeting that the College had preapproved the grant application. The grant application requested \$500 for repairs to a screened in porch and \$500 for sidewalk repairs. Both would aid in the school's use of the property including upcoming summer camps. The members discussed the matter. Chelsea noted that, although the lease states that the lessor would be responsible for structural repairs to the property, per Terri, the lessor is not willing to make such repairs at this time and that the lessor had performed some of the maintenance that the lease required of CWS. The PA voted and approved the grant application.
3. Leah Hamsy, extended care teacher, requested \$600 for a couch to be used in the extended care space in the cafeteria, replacing one or both of the worn couches currently being used. The PA discussed alternatives to purchasing a new couch and yet voted to approve the grant application. This application has been submitted to the College for review and approval.
4. Luke Shelly, Parent, presented a grant request for \$3200 for a set of swing sets to be placed near the natural play area of the school with other improvements to be

made including adding a stream and relocating another current play structure. This would create a play space for the gradeschool children. The \$3200 includes a 6-swing set, concrete, fencing and fuel for donated bobcat use. The PA discussed and approved the grant. The PA submitted the grant to the College for review and approval.

Grandfriends' Day:

The PA then discussed the preparations for the upcoming Grandfriends' Day luncheon. Chelsea reminded the Classroom Reps that 4 volunteers were needed: one to make soup on April 7 after drop-off; one for set-up; one to serve and one for clean-up. She also reviewed the class assignments for ingredients. Maura Robson agreed to purchase bullion and parsley for the soup. The PA discussed that it need approximately 300 spoons and soup bowls. Christine agreed to determine how many were on hand and ask the Church regarding using some they have in storage.

The members decided that Raffle Tickets sales would be contained to a table during the event. The Classroom Reps were asked to email their parents on behalf of the hospitality committee requesting that baked goods be brought the morning of the event for the guests as they assemble in the cafeteria.

Mayfaire:

Chelsea reviewed the assigned tasks of each grade in regard to Mayfaire to be held May 15 from 11-3. It was noted that the Circus and Dunk Booth need to be reserved as soon as possible.

Gala:

Tammy Duvall reported on the Gala preparations. She reminded the PA that donations and sign-up parties were due on March 19. She asked the Classroom Reps to collect money to pay for teacher tickets to the Gala. An envelope is in the office. She stated that they still need volunteers for the check-out table and for set-up, starting at 1:00 pm on Friday.

Goal Committee Reports:

Program and Pedagogy: Emily Oudomsouk, Parent Lead, reported that the Committee was working on the time-line for the ongoing Committee work. Chelsea said the Governance Committee had an idea for doing a parent education talk on the Gradalous system of student evaluation currently used by the school.

Enrollment: Luke Shelly, Parent Lead, asked Craft Guild to make items to go out to prospective families. Karen Crick or Luke Shelly to come to an upcoming Craft Guild meeting on Thursday mornings to discuss.

Community Life: Tammy Duvall, Parent Lead, reported that there is a new Board Lead for this Committee, Brandon Dawson.

Development: Jenna Sizemore, Co-Parent Lead, reported that the Committee was working on its time-line. It has also been getting quotes for a development assessment of the school, using school volunteers for some information gathering to reduce costs. Tammy asked Craft Guild to make 15 wool angels to give out to Angel Fund donors. She explained that the Angel Fund allows donors to donate at certain price points.

Facilities: Luke Shelly reported that the Committee is reviewing the reports from previous building search committees to determine criteria for a current Building Program (i.e., what rooms do we need, how big, etc.). He also reported that the Committee submitted a budget request to the Finance Committee for a small paid position for someone to do small projects around main campus, like we have for Meshewa.

Governance: Chelsea Green, Board Lead, reported that at the last meeting, the Governance Committee was working on the following: formalizing a process for nominating Board members; a joint Board/College meeting and the teacher evaluation process.

Board Report:

Chelsea reported on the March Board Meeting. She stated that Terri Heist, Meshewa Coordinator, gave the Board a report on the current status of Meshewa. She noted that the Board approved a change in the health-insurance coverage for the Faculty. The Board Tri-Leads from Development and Meshewa reported. The Board is undergoing a self-evaluation. Finally, the Board approved four new Board members: Brandon Dawson, Lisa Wakeman, Upama Khakurel and Melanie Myers.

Next Meeting: Friday February 19 at 8:30.