

## CDA Charter CPO Minutes – November 1, 2023

1. Welcome: call to order 8:16 am – introductions
2. Check for quorum – yes
3. Approve minutes from September 6, 2023 meeting
  - a. Melissa Stroh motion to approve
  - b. Angela Sullivan second
4. Event/Activity updates:
  - a. Triple Play – idea to reach out to alumni when we have school nights, draw more attendees (\$2,940 made 9/29/2023), next event 1/5/2024
  - b. Uniform BOGO pants sale during conferences; drawing for Charter Sweatshirt (CPO will purchase during Nov. sweatshirt sale), CPO purchased feather banner for sales – local vendor: Minute Press
  - c. Vending/Snack: great annual profit, slowly making profit, approx. \$3,000 to date
  - d. Poinsettia Sale: Melissa Stroh (chair) – Orders submitted 10/30/2023, pick up 11/30, \$1,200 profit; will need help transporting and setting up for pick up
  - e. Staff Appreciation: Melissa Stroh (chair): great response, lots of donations
    - i. Trail Mix bar for staff during conferences
    - ii. National cookie day 12/4: bring staff cookies
    - iii. Nat 'l Ugly Sweater Day 12/15: make school wide event, contest?
    - iv. You've been ELVED ideas
    - v. January: Spaghetti/popcorn
  - f. Book Fair: next week during conferences
    - i. teachers wish lists available for parents to purchase
    - ii. online shopping code valid all week (CDACHARTERBOOKFAIR)
5. Teacher Wishlist: follow up from last mtg.
  - a. Discussion how to set up, easy for teachers and CPO
  - b. Will speak to admin and CPO will send out email with sign up info intime for holidays
  - c. Check on Amazon tax exemption
6. Budget: Angela Sullivan
  - a. \$28,255.73 checking; \$10,003.68 savings
  - b. 13 staff stipends turned in
  - c. CPO purchased water boiler for MS MPR (parent response: needs to be turned on earlier since it is much larger, water has been cold) – spoke to Thomas
  - d. CPO purchased skeleton for health class) parent suggestion to contact colleges/medical professionals for gently used skeletons as a donation to Charter)Medical resource on NIC campus
  - e. CPO purchased embroidered polos for custodial staff for custodial appreciation day
7. Adjourn: 9:14 am