

MINUTES

CDA Charter CPO Meeting Minutes

March 6, 2024 | 8:15AM | Meeting called to order by Laura Meine

In Attendance

Laura Meine, Dolores Duarte, Melissa Stroh, Angela Sullivan, Aaron Lippy, Jessica Littlefield, Cora Mikkelson, Jessica Pulsipher.

Quorum was met.

Approval of Minutes

The minutes were provided from the January 10th, 2024, meeting, motioned for approval by Melissa Stroh and approved by all.

Board

The Board is excited to welcome Melissa Stroh as our new Vice President. She also holds the chair position for staff appreciation. We are still in need of a new secretary. The secretary needs to be able to attend our meetings (usually 4 or 5 a year) and be able to create a monthly newsletter for our parent communication. If you are interested in getting involved, please email us at cdachartercpo@gmail.com.

The executive board members have signed the CPO up for Constant Contact emails and Sign-Up Genius for volunteer and donation needs. It was suggested that we put our newsletter in a link format on Facebook. We will work with Constant Contact to see how we can do that. Also, for \$10 more a month we can also text our email contacts reminders. It was voted unanimously.

Committees/Chair

- Vending Machine and Snack Table are running smoothly and have no issues. Reminded the volunteers that if they hear that something is being requested to let us know.
- Staff Appreciation is going GREAT! The staff is really feeling appreciated. March 14th will be Pie Day and we have sent out the signup for pies to be donated. We will need to send out another reminder soon. The CPO will also be providing Jimmy's Down the Street sandwiches on the 15th. April will be "Spring Training" and an email will be sent to the staff with a google survey so that we can have a little fun for recognition. Also, on April 26th we tentatively will be serving hamburgers and hotdogs! May 6th-10th is teacher appreciation week. "Your Name in Lights" is the theme with red carpet, popcorn, gift card punch awards and chalking the sidewalk. Lippy will ask the ASB with help on the sidewalks and surveys for the awards.
- Uniform closet is going well. They are still in need of shirts! They will possibly have a Bogo or swap day (Bring in a shirt and get a pair of pants or shorts) on April 18th.
- Volunteer Points are up and going! We still need a handful of volunteers to let us know where they want their points allocated. Also, suggestion for board members to get a set number of points for chairing their positions each quarter. All were in favor; the number of points was set at 20 per quarter.

On the Horizon

Again, Staff Appreciation will be May 6th-10th. Please keep an eye out in our April newsletter for donation requests and how to get involved.

End of the Year Picnic will be Friday, May 31st this year. We once again will be providing hot dogs and goodies for all staff and students. Laura M will reach out to the ice cream truck and bounce houses to get them reserved.

Also, was mentioned to reach out to Curtis Orthodontics to reserve the snow cone truck for the 6th graders again.

Budget

Checking Balance is \$32,604.95

Savings Balance is \$10,026.54

Lunch Help Program is \$981.00

The treasurer motioned for approval of our scholarship budget to be increased from \$2000 to \$5000, noting that this will not hurt our current budget and needs. It was requested to help the school get each student a scholarship this year. All were in favor and the motion passed.

A new Grant Request form (google form) has been created by the executive board to ensure that there are no funds somewhere else in the school budget and that all requests are school sponsored. Anyone requesting over \$250, and the item is not on our current budget should submit this form.

A grant for \$1000 was approved by the board for the speech and debate team's travel. Due to lack of chaperones and vehicles our school has partnered with CDA school district and will be traveling with them. The funds are to help with the cost of the buses.

One more email will be sent out to staff asking them to use their staff stipends or allowing them to donate their funds to the scholarships if they would like to.

\$5000 was donated to the school for rebranding.

We have received two anonymous donations in the mail, a total of \$700 in direct donations. Thank you to whomever sent those donations. We greatly appreciate them!

Public Comment

There was a suggestion to move the CPO meetings to a different time to allow more participation. We have decided to try a right before school gets out meeting for May.

Parents are requesting another school color for uniforms. White is too hard to keep clean, leaving the students with only one option. Suggestions of grey or black were given. Mr. Lippy will take this to the admin team.

Next Meeting

May 1st, 2024, at 2:00 PM. Location will be determined later.

Motion to adjourn was made at 9:13AM and was passed unanimously.