

## PVA Meeting Minutes

To: All PVA Attendees & C2E Parents

From: Stephanie Levins, PVA Secretary

Re: September 10, 2009 – Meeting Minutes

The meeting was held in C2E's gym at 7:10 p.m.

Rebecca Keeler opened the meeting by welcoming everyone and reminded them to please log in their volunteer hours for the meeting. Each family is expected to volunteer at least 20 hours per school year.

PVA—what is it?

- Parent Volunteer Association - Keep in mind if you are a parent of a C2e student then you are automatically a member of the PVA.
- Parent Volunteer Association is dedicated to planning events that will provide opportunities for creating positive relationships within our school community. The PVA encompasses all of the other C2E volunteer committees. It is our hope to help make Challenge to Excellence a place where students and their families feel welcome and connected to others.
- Next PVA meeting will be held on November 12<sup>th</sup> at 7 p.m. in the gym.

Chain of Command

- President – Rebecca Keeler
- Vice President – Mindy Menard
- Secretary – Stephanie Levins
- Mindy Menard announced that she will be taking over for Rebecca next school year as the President of PVA and will be looking for a new person to take over the Vice President slot.

Events Committee

- Needs help Monday thru Friday at 3:20 for the Crosswalk and Lunchroom help; please contact Rebecca or Mindy if interested.

Booster Club:

- Looking for help with their Sprit Club, last year was great and really pulled people together with fun events.

## New Parents Club

- Kimberley Hubbs is chair.
- If you want to find out how to get involved and network with other parents of C2E students contact Kimberley to find out the dates to meet for coffee.

## Volunteer Coordinator – Kelly Hernandez

- Paid employee for C2E.
- Connects volunteers to chair persons.
- Oversee all activities, making sure we are in compliance with Douglas County Schools.
- Kelly's Background: she has worked with the Taste of Colorado the last 2 years coordinating groups of over 2000 people.

## Scrip Program:

- Chair Persons: Emily Carson & Michelle Garrett.
- 3<sup>rd</sup> year for this fundraiser, 1<sup>st</sup> year made \$1200, 2<sup>nd</sup> year made \$4500.
- Only 5% are recurring customers, which helped raise \$3000 out of the \$4500 last year.
- Custom cards can be ordered by: form in Thursday's folder, call Emily or Michelle, go online to [www.shopwithscrip.com](http://www.shopwithscrip.com) place enrollment code of: 4C69LF9D11989 (39cents charge for online orders) or e-mail your order to [pwicker@msn.com](mailto:pwicker@msn.com) and/or [emilycarson@yahoo.com](mailto:emilycarson@yahoo.com) .
- Make sure to complete orders by 8 a.m. on Monday for Friday delivery.
- Can also pick up: King Soopers, Safeway & Sprouts during carpool lines Friday from 7:45 to 8:05, during Kindergarten pickup from 11:10 to 11:20 or Friday carpool 3:20 to 3:50 in the car line and also by the soccer field.
- Payment must be cash or check, payment does not have to be made until pickup.
- C2E receives 2% to 22% back according to cards purchased.
- Great idea for Birthday and Christmas presents.
- Need a volunteer to make scrip signs.

## Teacher Appreciation Lunches:

- Chair is Susan Giroue.
- Lunches are once a month, except for March.
- Different Theme Lunches each month.
- Volunteer hours count for decorating, shopping, cooking and setting up.

## Fundraising

- Chair is Debra Lein.
- Debra has worked to receive donations from several companies:
  - King Sooper donated \$25 for Fall Festival.
  - Anonymous donor for 200 pumpkins for Fall Festival.

- Possibly Radio Disney & Douglas County Fire Station for the Fall Festival.
- Wal-Mart donated \$1000 for the art program, which is using the money for white canvas oil paints.
- Home Depot donated \$50 for the art department.
- Other requests have been made and are pending from Target, Lockheed Martin, Arrowhead & Subway.
- Looking for companies to help with a grant for music instruments and sports equipment.
- Butter Braids will be for sale Nov 2<sup>nd</sup> through Nov 13<sup>th</sup>, delivery Nov 20<sup>th</sup>.
  - Looking for help with passing out to students.
- Don't forget Box Tops—drop them off in the box at school for 10cents per Box Top.
- Mammoth Event is on hold at this time, will wait to see how well other fundraisers go.
- Contact Debra at [Debra.Lein@comcast.net](mailto:Debra.Lein@comcast.net) if you are aware of companies willing to donate.

#### Fall Festival

- Will be held on Oct 10<sup>th</sup> from 3:00 to 6:00
- Laurie Holbert is chairing the bake sale for the Fall Festival.
  - Looking for bakers to make cupcakes for the cake walk.
  - Lots of yummy desserts with nice décor.
  - Please label any desserts with nuts.
- Haunted House needs lots of help.
  - Donated & Borrowed items (big boxes, smoke machine, spiders, black plastic, etc.)
  - Help needed setting up and tearing down (10 hours spent last year setting up)
  - Leader needed for each room during the festival (last year 4 rooms)

#### Communications Officer

- Chair is Piper Prach, which provides C2E with the PVA Press
- Like to get information into the PVA Press or need to thank someone, contact Piper.

#### Student Advisory Council (SAC)

- Chair is Kimberley Hubbs.
- Meets on the 1<sup>st</sup> Thursday of the month at 8 am; flexible with time and date for anyone wanting to get involved.
- Council sends out surveys to families at the end of the year.
- Always looking for recommendations to improve programs and different ways to raise money during the year.

#### Parent Portal

- Check out this portal for lots of information including important dates for C2E.
- Each committee has a chair that oversees the complete project.
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## Committee Help

- Folders given to Chairperson providing valuable information from prior years with phone numbers, notes, etc.
- Chairs still needed for:
  - Doughnuts for Dad
  - Sock Hop
  - Kindergarten Buddy Day
  - Teacher App Week
  - End of the Year Picnic
  - Spirit Club

Meeting broke into Fall Festival committee at 8:32 p.m.

Next meeting will be on Nov 12<sup>th</sup> at 7 p.m. in the gym.