

Westside Cooperative Preschool Board Minutes 11/5/2012 at WCP

In attendance: Jen Hopps, Drew Phelps, Kaylene Smith, Karen Minnich, Angela Harmeier, Diane Murrey, Stacey Jurss, Caitlin Mason, Max Hegewald, Michael Timm

Item	Task	MSA
<p>General:</p> <ul style="list-style-type: none"> <li>• Approve October minutes</li> <li>• Welcome to Stacy Jurss, intern from SPSCC.</li> <li>• Review tasks from October                             <ul style="list-style-type: none"> <li>○ <b>Wi-fi at the preschool – MJ to find contact person and Mike to call to find out login info. Need a repeater?</b></li> <li>○ Refreshments for all school meeting – Board. Done.</li> <li>○ Harvest Party – Jen to call Samantha (hospitality) about evite and MJ for a special event form from Karen. Done</li> <li>○ Scholarships promised versus projected fundraising dollars report – Max to run report and report back to the fundraising team. Done</li> <li>○ <b>Mentor program – Melissa to check that departing families are not contacted.</b> Unsure of status.</li> <li>○ Updated rosters – Melissa to e-mail them out. Done</li> <li>○ Proposal for moving fiscal year to June 30<sup>th</sup> instead of July 31<sup>st</sup> – Max and Jen to write up a proposal. Done</li> <li>○ October Leaf raking party – Drew to e-mail those that signed up about postponing. Done</li> <li>○ <b>Health and safety stuff – MJ to:</b> <ul style="list-style-type: none"> <li>▪ <b>Install child latch on cupboard with knives. ??</b></li> <li>▪ <b>Install a new smoke detector. ?</b></li> <li>▪ <b>Buy new water for emergency supplies. ??</b></li> <li>▪ <b>Post “no fragrances please” signs. Done</b></li> </ul> </li> </ul> </li> <li>• All school meeting and harvest party went well.</li> <li>• <b>Set date for open house - December</b></li> </ul>	<p>MJ &amp; Mike</p> <p>Melissa</p> <p>MJ</p> <p>Board</p>	<p>MSA</p>
<p>Fundraising:</p> <ul style="list-style-type: none"> <li>• Been in touch with folks to get permission for run on 3/9/2013.</li> <li>• Race route detailed, no permits yet.</li> <li>• One person left to talk to at McLane.</li> <li>• Logo, and training groups.</li> <li>• Wreath sales, profit of \$2084.33</li> <li>• <b>Oly-trot support volunteers, Thanksgiving day in the morning. Proposal to be able to earn fundraising points is still needed.</b></li> <li>• <b>Bow tying all school e-mail. Brianna took Madonna’s spot. Contact Brianna about contact info.</b></li> </ul>	<p>Lars</p> <p>Mike</p>	

Westside Cooperative Preschool Board Minutes 11/5/2012 at WCP

<p>Finance:</p> <ul style="list-style-type: none"> <li>• Checking: \$10430, Money Market \$13247</li> <li>• Bank will not be imposing fee on dormant accounts</li> <li>• Total profit for summer school \$646.</li> <li>• Proposal to change fiscal year, posted 11/5/2012.</li> <li>• <b>E-mail about annual financial review</b></li> </ul>	Max	
<p>Support:</p> <ul style="list-style-type: none"> <li>• <b>Cleaning not getting done very well. Make a better list. Talking about it, but need an action plan. Laminate with a check-off list. Need new items? General list, last class of the day sections.</b></li> </ul>	Jen and Drew	
<p>Compliance:</p> <ul style="list-style-type: none"> <li>• Orange binder reappeared.</li> <li>• <b>Science table check up – talk to Jill</b></li> </ul>	Diane	
<p>Membership:</p> <ul style="list-style-type: none"> <li>• N/A – Did not attend.</li> <li>• <b>Angela did not receive roster.</b></li> </ul>	Mike	
<p>House:</p> <ul style="list-style-type: none"> <li>• Two leaf raking parties, first one shifted, Drew and one other person attended the first one.</li> <li>• Next year, end of October, end of November?</li> <li>• Second one was 1 ½ hours and completely finished. New leaves have fallen though.</li> <li>• Melissa suggestion to Drew – Leave rakes on outside of shed for people to do raking at anytime.</li> <li>• No more bats on the play structure.</li> <li>• Loft, progressing slowly but progressing.</li> <li>• Pieces cut to move soap dispenser, but water fountain may need to come off which is problematic. Removal was attempted before but was unsuccessful.</li> <li>• <b>Replacement for play yard toy that was removed.</b></li> <li>• Recycling and laundry – empty once a week.</li> <li>• <b>Broom in shed needs a (longer) handle, and a hard bristle broom</b></li> </ul>	Teachers Drew	
<p>Health &amp; Safety:</p> <ul style="list-style-type: none"> <li>• <b>Allergy List needs updating, Red class - no rice. Done by Max.</b></li> </ul>	MJ	

<p>Class Leaders:</p> <ul style="list-style-type: none"> <li>• Angela (Yellow) –             <ul style="list-style-type: none"> <li>○ Two new people, no field trips planned. Class meeting, none for November, maybe one for December.</li> <li>○ <b>Yellow binder needs to be provided, Diane to contact.</b></li> </ul> </li> <li>• Cindy (Orange) – N/A, did not attend.</li> <li>• Stacy (Red) –             <ul style="list-style-type: none"> <li>○ Photographer, November 13<sup>th</sup> and 14<sup>th</sup>. Class photo, and individual shots, open for sibling photos too – maybe at the end. Special price list for the coop.</li> <li>○ Having class meeting next Wednesday at 6:30 PM currently at WCP.</li> </ul> </li> </ul>	<p><b>Diane</b></p>	
<p>Secretary/Website:</p> <ul style="list-style-type: none"> <li>• Some work has been done on the new website.</li> <li>• Wordpress installed and existing content copied to it.</li> <li>• Groups extension installed so individuals can have tailored content</li> <li>• Google calendar integration started</li> <li>• Need to work on the theme and access restrictions</li> <li>• Morena is updating the current website as needed until the new one is ready to go.</li> </ul>		
<p>SPSCC:</p> <ul style="list-style-type: none"> <li>• First parenting tools, great success.</li> <li>• Recess Monkeys parenting tools, January 26<sup>th</sup>.</li> <li>• End of November, keeping children safe. Maybe at Lacey coop.</li> <li>• Teacher assessment tool via survey monkey. Maybe rename to Teacher Feedback.</li> <li>• November 27<sup>th</sup>, “Powerful interactions” for teacher in-service.</li> <li>• January/Feb field trip with teachers.</li> <li>• Surprise! New \$15 per student per quarter fee. Looking at options to address it.</li> </ul>		

<p>Teacher Reports:</p> <ul style="list-style-type: none"> <li>• Caitlin             <ul style="list-style-type: none"> <li>○ Leaf raking, looks great. Doing it with multiple leaf raking parties is working out.</li> <li>○ Loft is very fun and they are enjoying it. Climbers are using the shelf. Need a plan to try and prevent this.</li> <li>○ Field trips – Weather worked out for the pumpkin patch trips.</li> <li>○ Orange class – intruder drill completed. No issues.</li> <li>○ Earthquake drills and fire drills completed.</li> <li>○ Orange class – A lot of kids starting to write their names.</li> <li>○ Yellow class – kids are starting to recognize each other and getting into singing the name song.</li> <li>○ Yellow class – Two new students – Kynzee and Claire</li> <li>○ Orange class – One new student – Jackson</li> <li>○ <b>House – check furnace, replaced something on the art room side and now things seem to be more efficient, do we need the same on the other side. Who did the furnace work?</b></li> </ul> </li> <li>• Kaylene             <ul style="list-style-type: none"> <li>○ Thank you for the ok to see Bev Bos</li> <li>○ Magical day at the pumpkin patch. My pumpkin is book.</li> <li>○ Thursday, McLane creek to see beaver damn.</li> <li>○ Making stone soup before Thanksgiving.</li> <li>○ Red class full of life, great kids. Love felt boards.</li> </ul> </li> </ul>	<p><b>Max</b></p>	
<p><b>Next Board Meeting: Monday, December 3<sup>rd</sup>, 2012 at 7:00 PM at WCP</b></p>		