

Westside Cooperative Preschool Board Minutes November 7th, 2013 at SPSCC

In attendance: Mike Timm, Kathy Moore, Cindy Fenster, Karen Minnich, Caitlin Mason, Samantha Dille, Diane Murrey, Laura Baldini, Sarah Wiley

Item	Task	MSA
<p>General:</p> <ul style="list-style-type: none"> • Approve September 2013 minutes • Approve October 2013 minutes • Review tasks for last month <ul style="list-style-type: none"> ○ Mike <ul style="list-style-type: none"> ▪ Mike send September minutes - October minutes (Done) ▪ Update website regarding keybox change (Done) ▪ Send out all school e-mail for all keybox change (Changed) ○ Kathy <ul style="list-style-type: none"> ▪ Send out all school e-mail about all school meeting (Done) ▪ Send out an e-mail about Nov board meeting location and time (Done) ○ Samantha <ul style="list-style-type: none"> ▪ Buy a first aid kit (In Progress) ▪ Harvest party special event form needs to be completed (Done) ○ Max <ul style="list-style-type: none"> ▪ Send out an e-mail about the point system (Cancelled) ▪ Check if his phone will work for the preschool (In Progress) ○ Diane <ul style="list-style-type: none"> ▪ Check with Melissa about weekend cleanup (In Progress) ○ Cindy <ul style="list-style-type: none"> ▪ Ask Raechell Cleverdon to research the phone plan (In Progress) ▪ Financial review should be done in November (In Progress) ○ Caitlin <ul style="list-style-type: none"> ▪ Talk to the parent about picking a date for first aid/CPR (Done) November 16th – Need all school e-mail. Ordered the cards – 10 AM to 2 PM @ WCP. • Offering the race to Lacey Coop – Concerns about 		<p>M(Laura)S(Samantha)A M(Samantha)S(Diane)A</p>

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<ul style="list-style-type: none"> having too much sponsorship money go to Lacey. o Need separate list for sponsorships 		
<p>Fundraising:</p> <ul style="list-style-type: none"> • Open up registration for Friendship Run on Monday. • Post on Facebook on Monday. 		
<p>Finance:</p> <ul style="list-style-type: none"> • Taxes were paid • Tuition – 7 families late for October. No action taken because we knew that we were not enforcing it well before. • Cindy & Max to follow-up with Max and Cindy and Karen Dix and Caitlin, the summer school binder is in the office. There may be one person that owes WCP money and WCP may owe someone money. 	Cindy & Max	
<p>Support:</p> <ul style="list-style-type: none"> • Holiday Service Project – Stockings in December, items not gender specific. Age range is Kindergarten to 6th grade. Art supplies, non-perishable food, games that don't take batteries. 		
<p>Compliance:</p> <ul style="list-style-type: none"> • Nothing to discuss 		
<p>House:</p> <ul style="list-style-type: none"> • Leaf raking party happening this weekend 		
<p>Health and Safety:</p> <ul style="list-style-type: none"> • In search of the perfect first aid kit • Clorox is changing their bleach concentration. However Fred Meyer sells a Home Essentials brand that is still the same concentration. 		
<p>Class Leaders:</p> <ul style="list-style-type: none"> • Sarah – Orange - Field trips, 25 of November to Kennedy Creek –Yoga in December, Field trips the rest of the school year. Great class meeting, around 3 hours long - community building for the class. • Laura – Yellow – Library coming to school in January, snack suggestions, dairy free and gluten free class so it is a bit difficult. 		
<p>Secretary/Website:</p> <ul style="list-style-type: none"> • Weekend cleanup list to Kim. • Mike to follow-up with Kim on the Brochure. • Remove Karen Dix and William Dix from e-mail correspondence. 	Mike Mike Mike	
<p>Teacher Reports:</p>		

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<ul style="list-style-type: none"> • Kaylene – Unable to attend. • Caitlin – Planning on going down to Portland to a conference. • Request for a gift card for \$100 to give to parents who helped the school a bunch 		M(Diane)S(Laura)A
<p>SPSCC:</p> <ul style="list-style-type: none"> • Nothing to share. 		
<p>Next Board Meeting: Monday, December 2nd, 2013 at 6:30 PM at WCP</p>		