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April 2024 Crestview Parent Organization Executive Board Meeting – April 11, 2024; 9:00 am

In attendance: Christopher B., Principal; Luci V., Co-President; Stephanie A., Secretary; Natalie H., VP Events; Sean P., Treasurer

President's Report - Luci V.

1. Call to Order
2. 2024-2025 Open CPO Positions
 - a. Openings were posted via Crestview and Feeder Schools
 - b. Two potential leads: Jodi may have someone and Rachel spoke with Minden B. about taking on events.
 - c. This leaves 2 open positions including Treasurer and Vice President. Luci will reach out to President's Forum and possibly feeder schools regarding filling Treasurer for a 1-year commitment.

Secretary report - Stephanie A.

1. Minutes from March were approved.

Principal's update - Dr. Brandriff

1. Building updates
 - a. Lots of end of year field trips. The new 7th grade trip to Meramac Caverns went well.
 - b. Required state testing coming up for students.
 - c. Interviews for Assistant Principal are ongoing and should be wrapped up soon. Additional building openings from retirements, etc. also wrapping up.
 - d. Furniture Update: Met with vendor and awaiting quote. CPO has funds up to \$10k, but Dr. Brandriff trying to keep it budgeted lower.
 - e. Bird House project going well.
 - f. The "C" by the track was spruced up by student council.
 - g. Encouraging teachers that set up guest speakers such as recent Holocaust speaker to continue, but would like payment via school instead of via teachers.
2. Principal Coffees
 - a. Move to quarterly at 9 am for next school year.

Fundraising report - Jodi F. (absent)

1. Partnering for Success campaign update (complete). \$550 over goal!
2. Spiritwear Update: \$650 over goal!
3. Locker Insert Update: Sales from this year and purchases for next year evened each other out.

Parent Involvement report - Debbie B. (absent)

1. Back to school breakfast (complete)
2. Teacher conference meal update (fall and spring complete): Very much appreciated!
3. Got Your Backpack (complete)
4. Holiday outreach (complete): See treasurer update.



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5. Staff Appreciation Meal:
 - a. May 6th costs provided by CPO. Alicia will order Qdoba for 150 staff members.

Treasurer's Report - Sean P.

1. Financial report – Reviewed bank statement.
2. Gifts to School
 - a. Additional Holiday Outreach Funds came in at \$1,700. Dr. B will discuss ideas with Betsy on how to best utilize this money for this school year. Ideas: Use for kids needing field trip costs covered, school lunch balances, etc.
 - b. 8th Grade Celebration: \$750 was budgeted, but school has requested \$1,000. Board approved.
 - c. Locker insert costs have been paid.
 - d. Upcoming track and spring celebration expenses.
 - e. CPO has spent \$9,000 for this school year.

Events report - Natalie H.

1. Winter Dance planning (completed)
2. Spring Celebration
 - a. 5/3/24 from 3-5 pm for all Crestview students. Goal to start as close to 2:45 as possible.
 - b. Three food trucks booked: Kona Ice, Speedway Eatery and Street Sweets.
 - c. Dr. Brandriff will look into bus transportation (school district cost) and request Officer Bud for that afternoon (CPO cost).
 - d. Dr. Brandriff will get communication to parents about pick-up process, departure times, approximate food prices, etc.
 - e. Holding space for backpacks needs to be established.
 - f. Need to look into: will portable toilets still be available for this event post track meet?
 - g. CPO needs to budget more money for future spring celebrations to keep similar activities in place.
3. Track
 - a. Debbie is helping and requested ice/coolers as well as help to get concession area cleaned and ready.
 - b. CPO will purchase food for concessions such as JJ's, snacks, etc.
 - c. Volunteers: Link for parent volunteers was sent. Debbie needs CPO board members to help each morning and afternoon to handle funds. Parent volunteers will need to sign in, otherwise school will be closed to track spectators.
 - d. Student Council will assist parent helpers. Donation of \$100 to be made to student council for their help.
4. Meet the Teacher (completed)

VP of Communications/Social Media report - Keri D. (absent)

1. Communications updates
 - a. Open board positions have been posted.
 - b. Track sign up will go out again next week for parent volunteers.
 - c. Spring Event: Parent volunteer link needs to be sent. (Holding on requesting Marquette student volunteers for now.)



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2. Website
3. Social Media

Closing - Luci V.

1. CPO Board to meet May 8th at 9 am and include new board members. The principal coffee will be on the 9th at 9 am with guest presenters.
2. Adjournment at 10:05 am.