



Community Club Meeting Agenda
Tuesday, August 27th @ 6:00 pm
Mt. Zion Grade School Library

<u>Topic</u>	<u>Discussion</u>	<u>Responsible Party</u>
Call to Order, Introductions & Attendance	<ul style="list-style-type: none"> • Call to Order – Brittani Garner – 6:01 • Board Member & Teacher Representative Introductions <ul style="list-style-type: none"> ○ Attendance: Katy Holtfreter, Angie Rushing, Candance Hott, Janie Ruffner, Emily O’Connell, Ms. Perry, Brittani Garner, Mr. Gruen, Mrs. Ethell, Mrs. Wilson, 	Brittani/All
Approval of Meeting Minutes from May 2024.	<ul style="list-style-type: none"> • Minutes posted online for public review <ul style="list-style-type: none"> ○ Motion to approve: Brittani ○ 2nd: Emily ○ All in favor, motion passes 	Brittani
Principal Reports/Needs	<ul style="list-style-type: none"> • Intermediate – Mr. Thacker • <i>Mr. Thacker was unavailable for the community club meeting and Mr. Gruen gave a report on his behalf. Mr. Thacker shared that the coffee cart was appreciated and thanked community club for their efforts.</i> • Grade – Mr. Gruen • <i>Mr. Gruen echoed Mr. Thacker’s sentiment about the coffee cart and also appreciated the volunteers for hearing screening.</i> • McGaughey – Mrs. Ethell • <i>McGaughey also appreciated the coffee cart. She also displayed gratitude toward the volunteers in the cafeteria during the first few weeks of school.</i> • She also shared that Hike for the hive will be September 20 and McGaughey will be looking for volunteers for this event. 	Principals
Teacher Representative Reports	<ul style="list-style-type: none"> • Intermediate – Mrs. Brinkoetter <ul style="list-style-type: none"> ○ No Report • Grade – Mrs. Wilson <ul style="list-style-type: none"> ○ <i>Mrs. Wilson thanked community club for the coffee cart and added that the opportunity to pre-order was a nice addition this year.</i> 	Teacher Reps

	<ul style="list-style-type: none"> • McGaughey – Ms. Perry <ul style="list-style-type: none"> ○ McGaughey also enjoyed the opportunity to pre-order items from the coffee cart and that extra items were available in the teacher’s lounge post-service. 	
Treasurer Report	<ul style="list-style-type: none"> • Report Presentation <ul style="list-style-type: none"> ○ Income: <ul style="list-style-type: none"> ▪ Birthday Board: ___466 signed up payment received from 314 - \$3,140 enough to retain the \$2500 maintenance ▪ Donations from Registration: \$1000 ▪ Back to School Bash Donations: \$500 from BRE, \$100 Todd Cole, \$600 Decatur Dental ▪ Spirit wear: \$4000 projection ○ Expenses: <ul style="list-style-type: none"> ▪ Back to School Bash:\$1,500 projected income of \$4000 ▪ Spirit wear - \$2800 ▪ You Rock Club - \$300 ○ Balance after expenses: \$23,199 	Katy H.
Registration/Open Houses/Back to School	<ul style="list-style-type: none"> • Community Club participation in Open Houses <ul style="list-style-type: none"> ○ Discussion was held regarding community club participation in future open houses. ○ It was determined that next year CC may only need to provide written information and not attend the open house nights. • Coffee Cart for Teachers/Staff <ul style="list-style-type: none"> ○ Lessons Learned <ul style="list-style-type: none"> ▪ Include names on order forms ▪ Plan to put drinks in cooler night prior ▪ Coordinate with those bringing fresh items ▪ Mrs. Ethell suggested to store items in kitchen cooler vs. teachers lounge leading up to the event. 	All
Volunteers	<ul style="list-style-type: none"> • Sign Up Genius <ul style="list-style-type: none"> ○ Will continue to utilize Sign Up Genius for Volunteer Needs – look for links on our Facebook page. • Classroom Party Volunteers <ul style="list-style-type: none"> ○ Waiting for final class lists for all teachers – then will send list of volunteers gathered from registration form for teacher input/use. If teachers have no preferences for class volunteers, slot will be available on Sign Up genius when it is posted. ○ Mrs. Ethell suggested sending the link for the holiday parties to the principals to include in their newsletters the month the signup will go out. ○ It was suggested to have the sign up go to those who confirmed interest in participation on the form first and then remaining slots can be filled 	All

	<ul style="list-style-type: none"> ○ by posting the signup on social media. ○ Parties will have 4 slots for sign up – Craft, Game/Activity, Snack, Drink. The volunteers signing up for the Craft and Game/Activity will work together with the teacher to plan the party. Will ask volunteers to only sign up for one party to provide other volunteers opportunities to participate. ○ Teacher Favorites – Will create document (by school) with teacher favorites/wishlists for parents to access as needed. Present teacher representatives confirmed this should be ok. ● Google Form (for other volunteer needs) <ul style="list-style-type: none"> ○ <i>If smaller volunteer needs arise, Volunteer Chair will utilize the Google Form to reach out to volunteers. Reach out to Janie jmorris2791@gmail.com with question.</i> ● Review of Volunteer Expectations Sheet 	
Upcoming Events	<ul style="list-style-type: none"> ● Be Brave Back to School Bash – Candace & Angie <ul style="list-style-type: none"> ○ <i>Sunday, September 22, 2024</i> ○ <i>12-3pm</i> ○ <i>Fletcher Park</i> ○ <i>Event will include multiple inflatables, carnival games, touch a truck opportunities, silent auction and food trucks.</i> ○ <i>This is an event open to the Mt. Zion community.</i> ○ <i>Dunk tank will have a charge</i> <ul style="list-style-type: none"> ▪ <i>Minimum donation of \$10 for a fast pass to directly hit the button to dunk.</i> ▪ <i>3 balls for \$5</i> ▪ <i>Community Club to create a schedule of who is in the dunk tank and send to volunteers. This will also be used to market the dunk tank to those interested in participating.</i> ○ <i>Silent auction items available</i> <ul style="list-style-type: none"> ▪ <i>Additional items for consideration for the silent auction included:</i> ▪ <i>Pick a friend and have lunch with Mrs. Ethell or play a board game with Mrs. Ethell.</i> ▪ <i>Cone helper at Grade School</i> ▪ <i>First in line at parent pick-up pass</i> ○ <i>Volunteer shifts will be posted by early September via Signup Genius</i> ● Teacher Goodie Bags <ul style="list-style-type: none"> ○ <i>This event has succeeded the Cookie trays that were done in the past. Similar to Coffee Cart – will create sign up genius for anyone who wants to donate supplies closer to event.</i> ○ <i>It was discussed to hold this event the week of December 9 – 13</i> ● Q1 You Rock Club - Angie <ul style="list-style-type: none"> ○ <i>Will be a signup genius for volunteers at grade</i> ○ <i>Date: October 25th</i> ● Book Fair <ul style="list-style-type: none"> ○ <i>Upcoming book fair dates/times/schools?</i> 	All

	<ul style="list-style-type: none"> ○ <i>Will be a sign-up genius for volunteers</i> ○ <i>Grade: 16-20th of September – family night 19th</i> <ul style="list-style-type: none"> ▪ <i>Rebecca Monroe coordinating</i> ○ <i>McG and Intermediate will hold theirs in spring</i> 	
Fundraising	<ul style="list-style-type: none"> • Spirit Wear - Emily <ul style="list-style-type: none"> ○ <i>Timeline update (start sooner)</i> ○ <i>Website only – will create QR code to send home</i> ○ <i>Gembroidery – women’s tanks, toddler, youth, and adult shirts, long sleeve</i> ○ <i>Online only ordering</i> ○ <i>Samples will be at Back to School Bash</i> ○ <i>Backpack mail flyer to be sent home next week.</i> ○ <i>Estimated delivery in October</i> • Box Tops <ul style="list-style-type: none"> ○ <i>We get a bonus for anyone who connects their Walmart account to Box Tops (it will automatically pull eligible items)</i> • Birthday Board <ul style="list-style-type: none"> ○ <i>Reminders for those who have yet to pay can be printed and sent to the school office to be placed in teacher mailboxes and sent home with the students in backpack mail.</i> 	Emily/All
Open Discussion	<ul style="list-style-type: none"> • N/A 	All
Next Meeting	<ul style="list-style-type: none"> • Monday, October 28th @ 6pm – MTZ Grade School Library • Brittani made a motion to adjourn • Katy seconded • All in favor • Meeting adjourned 6:50 	