

KCO Meeting Minutes

Date: October 5, 2017

Meeting Start Time: 6:00 p.m.

Meeting Adjourned: 7:30 p.m.

Location: Khalsa Montessori School – Middle School

Attendees

Khalsa Director/Meeting Facilitator: Nirvair Khalsa

KCO Board: Rachelle Gupta (Chair), Jane Hilyard (Co-Vice Chair), James McGinnis (Co-Vice Chair), Audrie Terre (Secretary), and Audrey Leavitt (Treasurer)

Parent/Teacher Attendees: Ingrid Bregand, Matthew Dunkel, Sarah Martin, Stephen Martin, Tamara Ponchahar, Chris Steinmeyer, Samirah Steinmeyer, and Sarah Worthington

1 Welcome

Rachelle Gupta welcomed all attendees to the meeting, attendees introduced themselves, and Audrie Terre handed out a sign-in sheet.

2 Event update

2.1 *International Day of Peace*

Nirvair Khalsa asked how many parents were able to come to Peace Day. Four people raised their hands. Rachelle Gupta was able to speak at the beginning of the ceremony. Rachelle, Audrey, and Jane were able to mingle some and introduce themselves as part of the KCO. Nirvair believes more parents attended than ever have in the past. Stuart, the Upper EI music and dance teacher led Upper EI in a dance. Bruce Philips attended and led a song with the Primary. The theme was about people on the move, particularly climate and war refugees. Nirvair gave a reminder that we're all immigrants. And a Native American grandmother of one of the students spoke briefly at the end of the ceremony to welcome everyone, as it is part of her tribe's tradition.

2.2 *Camping Trip*

Samirah Steinmeyer spoke about the camping trip to Showers Point campground on Mount Lemmon. Ninety people came (though the camp site capacity was listed as 75 people), and the camp caretaker allowed it. The potluck was very successful and exceeded expectations. Approximately 12 families came just for the potluck. Samirah and her husband, Chris, looked into other campgrounds, but Samirah polled those who camped, and they liked the rustic feel of Showers Point. Several suggestions for including more people were: split the trip into two trips by campus, by age group, or by some other separator. Audrie suggested that perhaps people who couldn't attend the Fall trip would have the first chance to sign up for the Spring trip (or trips).

3 Carnival Update

Tamara Ponchahar, Carnival Chair, said that carnival planning is going well. Inflatables, balloon tying, and face painting are booked, but not yet paid for. Tamara has money requests for KCO.

Audrey will ensure she provides ahead of time the cash box with change, funds to pay the janitors, funds to pay the balloon-tying person and the face-painting person, and any additional funds. Tamara will order ahead of time the carnival prizes from the Oriental Trading Company and/or Amazon.com. She wanted to know how much money she could spend. Audrey said she'd check the pizza money and work out what the KCO can afford. Tamara was thinking \$150 to \$200.

4 Financial Update

Audrey Leavitt reports that the KCO has \$17,062. Much of it is for pizza, and the KCO also keeps a \$2,000 retainer for emergencies. There is \$13,919 in the separate account for the shade structure. Upcoming expenditures for pizza day and teacher appreciation are set aside. The carnival will require funds for prizes. The allocation meeting needs to occur at the November meeting or the December meeting at the latest.

5 Subcommittee Structure

Rachelle Gupta presented the options for committees and subcommittees. No one wants to sign up to lead the community-building committee, the fundraising committee, and the communication committee. Could report back to specific people on the Board perhaps. Is there a point person that's a "convener of a committee?" Maybe not a committee, but a "task force."

Ingrid sent out an email to Community-Building Committee to elect a chair, but she only received only one answer. Since the meeting Abby Green has agreed to work with Ingrid to lead this effort.

Chris Steinmeyer agreed to chair/lead the Communications Task Force.

Several attendees made suggestions for better communication with the school at large:

- One suggestion was that the Communications Committee/Task Force could send out regular updates via the listserv. If the committee composed the message and coordinated with Lee, she would likely be willing to send a standalone listserv notice out (the suggestion was for Wednesday).
- Another suggestion was to create a separate listserv by having people choose to sign up. Rachelle offered to sit in front of the school and sign people up. Several attendees thought this felt like duplicate work or multiple maintenance. Rachelle made the point that she didn't want to send information to people that didn't want it.

During this discussion, James McGinnis suggested the KCO come up with checklists for coordinators of committee or subcommittee.

Audrey Leavitt also mentioned that she had created money requests/forms for committees or individuals.

Attendees said they'd like to see a KCO page on the Khalsa Website with forms, checklists, meeting minutes, and other KCO-related information.

6 Discussion on Future Community Events/Calendar

Rachelle Gupta proposed dates, and upon agreement of all present, the following events are either proposed or set for the 2017–2018 school year:

- Carnival: Sunday, 22 October 2017, 1:30 p.m. – 4:00 p.m.
- KCO Meeting: Thursday, 2 November 2017, 6:00 p.m. – 7:30 p.m.
- Yard Sale: Saturday, 18 November 2017
- KCO Meeting: Thursday, 7 December 2017, 6:00 p.m. – 7:30 p.m.
- Scholastic Book Fair: Tuesday–Friday, 16–19 January 2018
- Arts Night/Auction: Thursday, 19 April 2018
- Camping: Friday–Sunday, 4–6 May 2018

7 Community Building

Samira Steinmeyer talked about sending out email about opportunities for community-building events, including hiking dates, Cyclovia (lots of Khalsa families there last year), Desert Museum. Others suggested Tohono Chul, Catalina State Park events, potlucks close to Khalsa, Moms' Night Out at Playformance, bowling night, Tucson Meet Yourself. Not a lot of money for the KCO to spend, but there are many fun, free events possible.

8 Additional Items (Open Floor)

Rachelle suggested Google Form, email, SMS, Facebook, instead of the listserv. Perhaps send out KCO announcements on Wednesdays? Shared calendar/calendar invites on the listserv. Ask Noelle Matzek.

Ingrid Bregand asked about people donating credits from Bookman's for library. Nirvair said the KCO could ask Lee to put it in the listserv and ask Siri Atma to put the idea in the Monday Memo so teachers could put it in the class newsletters.

KCO can give any important information to Siri Atma, and teachers can put it in Friday folders/Friday newsletters as another method of conveying information to parents.

Matt Dunkel proposed doing spirit nights at restaurants willing to donate 10% or 20% of the proceeds. Perhaps Chipotle, Sweet Tomatoes, or others. Matt is willing to approach businesses and look into it as a fundraiser and a community builder.