

## KCO Meeting Minutes

**Date:** Thursday, January 11, 2018

**Meeting Start Time:** 6:10 p.m.

**Meeting Adjourned:** 7:50 p.m.

**Location:** Khalsa Middle School

### Attendees

**KCO Board:** Rachelle Gupta (Chair, Box Tops for Education), Jane Hilyard (Vice Chair, Silent Auction), Audrie Terre (Secretary, Scheduling/Weekly Announcements), and James McGinnis (Treasurer)

**Parent Attendees:** Ingrid Bregand (Community Building Committee), Matthew Dunkel (Dining for Dollars), Abby Green (Community Building Committee), Chris Steinmeyer (Communications Task Force), Samirah Steinmeyer (Arts Night Coordinator), Sarah Wasserman (Primary Renaissance Woman), and Sarah Worthington (Scholastic Book Fair Coordinator)

### 1 Welcome & Introductions

Rachelle Gupta welcomed the attendees, and everyone introduced themselves.

### 2 Committee Reports

There was an initial discussion on more specifically inviting teachers to events/meetings to encourage their presence and to make events more successful. Audrie will ask Siri Atma or Lee if teachers receive the listserv announcements, and if not, discuss putting relevant information in the *Monday Memo* that Siri Atma puts out to the teachers each week.

#### 2.1 Community Building

Ingrid Bregand provided the following updates on community-building events:

- The MLK Day of Service is not being held at Tucson Village Farm this year.
- The Rio Vista Natural Resources Park Potluck is booked, the flyer has been created and posted to Facebook, and sign-up sheets are posted around Khalsa.
- The Playformance For the Love of Play will be held 3:00–5:00 p.m. on Saturday, February 17. The event is for parents to come and play together, and they may bring their children if they want. The cost is \$20 per person for adults, and Playformance will provide a second room for children for \$5. We can have up to 75 people (Ingrid isn't sure if that includes the kids). Ingrid will also find out what the age range for kids are.
  - We discussed including information on the brewery next door for an after party, but we agreed that Nirvair would probably not like us to advertise an alcohol-related event on a school-related flyer.
  - There will be a link to the Playformance website. Playformance is still working on how to put a donation field on the website and at the very least a physical donation box for the Cystic Fibrosis foundation.
  - Ingrid will ask which ages for kids are allowed.
- Samira Steinmeyer reported that the last community-building hike had about 15 people.
- Ingrid will send out an invitation for Community Building events and will also email the committee as well as the attendees from the KCO meetings to keep everyone informed of upcoming plans.

## **2.2 Fundraising**

Scholastic Book Fair is in two weeks. Sarah encouraged us to sign up soon! We'll accept cash and credit cards (no checks). Audrie will send Sarah the tax exemption letter. Sarah will get the room parent list from Orsi Lazar to send out requests to sign up to volunteer.

We can get 50% in books or 25% in cash from sales. Audrie moved to approve the %50 in books. However, we have Bookman's credit being donated by the community. Jane Hilyard also pointed out we just recently received \$600 in book credit at Kid's Center. However, both Sarahs argued that the \$600 in book credit from Kid's Center only translated to \$80 for the whole Primary level (3 classrooms), which isn't much to implement a literacy program for a classroom. James suggested we table the discussion until Rachelle has a chance to talk to Nirvair and determine the need for books versus funds.

Sarah Worthington moved to set up a bookshelf in the front office offering used books for \$1. Audrie seconded. Rachelle suggested we try it for a month. Audrie suggested February after the Scholastic Book Fair is complete. All voted in favor.

Samirah has had a brief conversation with Rameen, Siri Atma, and Janet about Arts Night. She's decided to have Tumeric cater this year. She has suggested a small gallery for teachers' crafts, jewelry, painting that they've done in the past to demonstrate the many talents of the Khalsa staff. Samirah hopes to maybe have dinner with lighting in the lunch area this year and has spoken with Nirvair about it.

Jane Hilyard reported that the Silent Auction solicitations are getting underway this week now that she has the final date for the auction. Christine Wagers signed up to volunteer with Jane. Jane described how Room Parents coordinate baskets for each classroom. Last year, the KCO put a limit of \$125 value on each basket. Community donations are raffled. Angie Stingelin will divide donations into packages for raffle (\$100-\$500 in value). We're hoping to get four tickets to Disney donated again this year. Premium raffle tickets were \$5 each and regular tickets were \$3 each in past years. Sarah Wasserman suggested planting succulents and potting them and auctioning them off. Maybe Green Things will donate them?

Rachelle went through thousands of expired box tops, but she submitted \$114 worth, and some were very recently expired. We'll likely get between \$50 and \$114. Rachelle proposed calling for box tops twice per year and maybe making a push to make more.

Dining for Dollars. We received the check from Chipotle. Matt is working on the next event. Rachelle said Eege's just started doing it. Blaze and Costa Vida also offer dining for dollars type events. Matt said he'd look into each of them. Abby will call Skate Country to see if they do any Dining for Dollars-types events. If not, maybe go for a community-building event.

We suggested having a roundtable discussion led by Nirvair before reenrollment to encourage and discuss tax credits and other fundraising possibilities.

## **2.3 Communications**

Chris Steinmeyer reported that he has started looking into parent-communication apps and at potential dynamic Khalsa webpage update solutions.

## **3 Treasurer/Funds Report**

James McGinnis provided a report on the current state of the finances as shown in the summary on the following page. Including the profits from Pizza Day sales, and after all allocations have

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been completed, the KCO currently has \$9,139 available. There's \$13,920.57 available in the savings account for the shade structure.

Abby Green asked if there were sun safety grants. Someone mentioned that Nirvair said Khalsa's need for shade don't fit in the grant specifications, but Rachelle was able to find information on the web during the meeting, and she sent to link to Audrie to research.

Balance as of:		Thursday, January 11, 2018		
		Credits	Debits	Net
KCO Administration			\$ 10.84	\$ (10.84)
Opening Cash Balance	\$	2,069.84		\$ 2,069.84
Corporation Commission Fees			\$ 35.00	\$ (35.00)
<b>Tucson Federal Credit Union</b>				
Monthly Fee			\$ 21.00	\$ (21.00)
Dividend	\$	1.88		\$ 1.88
Payment for Checks			\$ 14.22	\$ (14.22)
<b>Tucson Federal Credit Union Total</b>	<b>\$</b>	<b>1.88</b>	<b>\$ 35.22</b>	<b>\$ (33.34)</b>
<b>Camping</b>				
Event Admission	\$	645.00		\$ 645.00
KCO Payment			\$ 543.00	\$ (543.00)
<b>Camping Total</b>	<b>\$</b>	<b>645.00</b>	<b>\$ 543.00</b>	<b>\$ 102.00</b>
<b>Carnival</b>				
Event Admission	\$	3,137.00		\$ 3,137.00
Donation	\$	1,245.00		\$ 1,245.00
Cashbox withdrawl			\$ 600.00	\$ (600.00)
Cashbox deposit	\$	600.00		\$ 600.00
KCO Payment			\$ 1,966.34	\$ (1,966.34)
<b>Carnival Total</b>	<b>\$</b>	<b>4,982.00</b>	<b>\$ 2,566.34</b>	<b>\$ 2,415.66</b>
Jim Click Raffle	\$	1,785.00		\$ 1,785.00
Khalsa Staff Appreciation	\$	6,675.00	\$ 6,800.00	\$ (125.00)
<b>Pizza Day</b>				
Pizza Day Retainer	\$	4,773.75		\$ 4,773.75
Pizza Day Payment			\$ 3,484.76	\$ (3,484.76)
<b>Pizza Day Total</b>	<b>\$</b>	<b>4,773.75</b>	<b>\$ 3,484.76</b>	<b>\$ 1,288.99</b>
Original Works	\$	2,756.00	\$ 1,666.25	\$ 1,089.75
<b>Roadrunner Auto Glass</b>				
Donation	\$	25.00		\$ 25.00
<b>Roadrunner Auto Glass Total</b>	<b>\$</b>	<b>25.00</b>		<b>\$ 25.00</b>
Amazon Smile	\$	15.31		\$ 15.31
Yardsale	\$	829.50	\$ 100.00	\$ 729.50
Spirit Night	\$	677.45		\$ 677.45
<b>KCO Allocations</b>				
Conference Fees			\$ 855.00	\$ (855.00)
<b>KCO Allocations Total</b>			<b>\$ 855.00</b>	<b>\$ (855.00)</b>
<b>Grand Total</b>	<b>\$</b>	<b>25,235.73</b>	<b>\$ 16,096.41</b>	<b>\$ 9,139.32</b>
<b>KCO Current Available Balance</b>				<b>\$ 9,139.32</b>

**Notes:**

1. Original Works funds are earmarked for the shade structure.

2. Robert Bodenheimer (an Upper Elementary teacher's husband) of Roadrunner Auto offered that any glass repair/tinting business he gets from Khalsa families, he'll make a donation to the KCO. Mr. Bodenheimer offered to continue last year's program/deal with the KCO.

Event Revenue			Account Balances	
	Net	Percent of Net		
Carnival	\$ 2,415.66	35.3%	Checking	\$ 12,579.37
Jim Click Raffle	\$ 1,785.00	26.1%	Savings	\$ 13,920.57
Camping	\$ 102.00	1.5%	<b>Grand Total</b>	<b>\$ 26,499.94</b>
Original Works	\$ 1,089.75	15.9%		
Amazon Smile	\$ 15.31	0.2%		
Yard Sale	\$ 729.50	10.7%		
Roadrunner Auto Glass	\$ 25.00	0.4%		
Dining for Dollars	\$ 677.45	9.9%		
<b>Grand Total</b>	<b>\$ 6,839.67</b>	<b>100.0%</b>		

#### 4 Open Discussion Items

We discussed the following additional topics:

- Rachelle said she and Orsi are working to rewrite/reorganize the sheet that goes into the re-enrollment packet with regards to the extracurricular fees, which directly ties to the tax credit. We also discussed providing more information about tax credit donations to parents who are attending parent-teacher conferences and re-enrollment. Audrie also suggested putting the checklist of volunteer opportunities back into the Khalsa school registration packet. She offered to provide that list and update it accordingly.
- Rachelle mentioned purchasing a trash can for the front garden (in addition to the one next to the old white schoolhouse).
- One attendee mentioned that her previous school, there was a teacher compensation fund to help pay teachers higher salaries/bonuses.
- Rachelle contacted Remind (communication app company). The cost would be \$4 per student to send text messages to groups (classes/parents/whole school). The app is about fostering a 2-way dialogue between all people. Users can text photos and links. Remind has a free pilot program that perhaps a few willing teachers could use.
- The Alumni gathering could potentially provide an opportunity for middle schoolers to survey alumni to find out what it's like after Khalsa. Could also potentially open doors for talking about tax credit donations.

#### 5 Community Events/Calendar

The following upcoming events are set or tentatively set for the 2017–2018 school year:

- Scholastic Book Fair: Monday–Friday, January 22–26
- Potluck, Rio Vista Natural Resources Park: Saturday, January 27, 11:00 a.m.
- KCO Meeting: Thursday, February 8, 6:00 – 7:30 p.m.
- Science Fair Judging: Saturday, February 17, 9:00 a.m. – Noon
- For the Love of Play: Saturday, February 17, 3:00 – 5:00 p.m.
- KCO Meeting: Thursday, March 8, 6:00 – 7:30 p.m.
- KCO Meeting (Officer Nominations): Thursday, April 12, 6:00 – 7:30 p.m.
- Arts Night/Silent Auction: Thursday, May 3
- Camping at Mt. Lemmon: Friday–Sunday, May 4–6
- KCO Meeting (Elections/Allocations): Thursday, May 17, 6:00 – 7:30 p.m.