

KCO Meeting Minutes

Date: Thursday, February 8, 2018

Meeting Start Time: 6:15 p.m.

Meeting Adjourned: 7:40 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, Jim Click Raffle)

Parent/Teacher Attendees: Ingrid Bregand (Community Building Committee), Matthew Dunkel (Dining for Dollars), Abby Green (Community Building Committee), Noelle Matzek (Library, Technology, and Science Fair Rep), and Sarah Wasserman (Primary Renaissance Woman)

1 Welcome & Introductions

Rachelle Gupta welcomed the attendees, and everyone introduced themselves.

2 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, the KCO currently has \$9884.17 available to allocate. A total of \$13,920.57 is available in the savings account for the shade structure, but once the total is finalized for the Original Works fundraiser, the funds will be added to the shade structure savings account.

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.

Balance as of:		Wednesday, February 14, 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)
Tucson Federal Credit Union				
Monthly Fee			\$ 28.00	\$ (28.00)
Dividend	\$	2.58		\$ 2.58
Payment for Checks			\$ 14.22	\$ (14.22)
Tucson Federal Credit Union Total	\$	2.58	\$ 42.22	\$ (39.64)
Camping				
Event Admission	\$	645.00		\$ 645.00
KCO Payment			\$ 543.00	\$ (543.00)
Camping Total	\$	645.00	\$ 543.00	\$ 102.00
Carnival				
Event Admission	\$	3,137.00		\$ 3,137.00
Donation	\$	1,245.00		\$ 1,245.00
Cashbox deposit	\$	600.00		\$ 600.00
KCO Payment			\$ 1,966.34	\$ (1,966.34)
Cashbox withdrawal			\$ 600.00	\$ (600.00)
Carnival Total	\$	4,982.00	\$ 2,566.34	\$ 2,415.66
Jim Click Raffle	\$	1,785.00		\$ 1,785.00
Khalsa Staff Appreciation	\$	6,675.00	\$ 6,800.00	\$ (125.00)
Pizza Day				
Fall Pizza Day Retainer	\$	4,773.75		\$ 4,773.75
Fall Pizza Day Payment			\$ 3,801.01	\$ (3,801.01)
Pizza Day Total	\$	4,773.75	\$ 3,801.01	\$ 972.74
Original Works	\$	2,771.00	\$ 1,666.25	\$ 1,104.75
Roadrunner Auto Glass				
Donation	\$	25.00		\$ 25.00
Roadrunner Auto Glass Total	\$	25.00		\$ 25.00
Amazon Smile	\$	39.18		\$ 39.18
Yardsale				
Cashbox deposit	\$	100.00		\$ 100.00
Yardsale Purchase	\$	729.50		\$ 729.50
Cashbox withdrawal			\$ 100.00	\$ (100.00)
Yardsale Total	\$	829.50	\$ 100.00	\$ 729.50
Spirit Night	\$	677.45		\$ 677.45
KCO Allocations			\$ 855.00	\$ (855.00)
Book Fair				
Book Fair Revenue	\$	2,131.95		\$ 2,131.95
Book Fair Payment			\$ 1,053.42	\$ (1,053.42)
Book Fair Cashbox	\$	200.00	\$ 200.00	\$ -
Book Fair Total	\$	2,331.95	\$ 1,253.42	\$ 1,078.53
Silent Auction				
Stamps			\$ 50.00	\$ (50.00)
Silent Auction Total			\$ 50.00	\$ (50.00)
Grand Total	\$	27,607.25	\$ 17,723.08	\$ 9,884.17

KCO Current Available Balance \$ 9,884.17

3 Committee Reports

3.1 Community Building

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

- The potluck was a success, though not as well attended as the committee had hoped. Nirvair suggested Sundays at 4:00 p.m. tend to be the best time for potlucks (Saturday mornings are difficult because of all the other activities—soccer games, swim meets, gymnastics, etc.).
- The Playformance For the Love of Play event only has 13 adults and 18 children signed up so far. February 10th is the last day to sign up, so Abby Green and Ingrid asked that we all tell our friends and encourage them to sign up, emphasizing that the event is almost full.

Action: Rachelle volunteered to repost the flyer on the Facebook page.

3.2 Fundraising

3.2.1 Scholastic Book Fair

For the Scholastic Book Fair sales, the KCO can receive \$2,372 in books or \$1,078 cash. There was much discussion before the vote to allocate the money, including the following points:

- Primary wants hardcover books that last a long time (i.e., they bought 4 books with \$75 received from the Kids Center event, but they need many more).
- Primary, Noelle, and upper classes are not as interested in more Scholastic books. Most already received some or all of the books they put on their wish lists.
- Other options for getting more books/reading materials include: Bookman's credit, Kid's Center (you can work with them to request a specific book), and identifying a need and checking into other methods.
- Noelle added that for struggling readers, teachers check books out of the library, but we don't have enough books for struggling readers; we only have a small stack of suitable books. They want meatier (non-baby books) but they aren't strong enough, or perhaps are not interested in fiction.
- The Khalsa literacy specialist mentioned the catalog (ABDO).
- Noelle said it would be really nice to have at least a little cash for special readers; Scholastic doesn't have the books.
- Maybe start a fund for these books, low text difficulty.
- Jane suggested that we use Kid's Center.
- Maybe dedicate some of the funds to shade structure.
- Dedicate other raised funds to required school materials.

Based on the discussion, Rachelle proposed we take all funds in cash. Audrie seconded the motion. A majority voted yes (9) with 1 dissent in absentia. The motion passed.

3.2.2 Shade Structure

At the previous KCO meeting, Abby Green asked if there were sun safety grants. Audrie looked up the various ways of getting funding based on links provided by Rachelle. Most of the grants call for implementing school sun safety programs, which involve a lot of work on the part of the school, and often, special materials must be purchased. Abby pointed out that local oncology and dermatology offices and TMC for Children may be willing to donate as well.

3.2.3 Tax Credit Donations

Nirvair resisted much change to the form for tax credit/activity donations that goes out in the annual school registration packet. Orsi and Rachelle recommended several things, and Audrie reported that the form did change this year, though not a lot.

3.2.4 Jim Click Raffle

James discussed the kickoff of the Jim Click Raffle, noting that it was a very good fundraiser last year with very little advertising or work. The KCO needs to register by February 13. There is a kickoff for the event at the Reid Park Zoo on Thursday, February 15, 4:30–6:00. Jim Click is planning to give away \$5,000 that night: \$500 each to ten businesses that attend the kickoff.

Action: Audrie will register the KCO for the raffle.

Action: James will go to the kickoff on February 15.

3.2.5 Dining for Dollar\$

Matthew Dunkel has arranged another Dining for Dollar\$ event at Costa Vida next Thursday, February 15, 3:00 p.m. – 8:00 p.m. at the Campbell location south of River Road. The KCO will receive %20 of sales. Matthew just received a flyer from Costa Vida.

Action: Rachelle offered to post the flyer on Facebook.

Action: Audrie will put an announcement in the KCO News listserv announcement.

Action: Matt will put up some flyers around Khalsa.

3.2.6 Khalsa T-Shirts

Selling Khalsa T-shirts as a fundraiser has stagnated the past several years. Nirvair must approve everything. If we start now, we hope to be ready to put an order form in the materials that go out to all families in August for the 2018–2019 school year. Last year, the KCO got a design from Christina Wagers' husband, Brad. Discussions stalled on where to get the shirts made, whether to get organic cotton or not, and whether the design was right. Margie has also offered to do a T-shirt design. Abby discussed a local, socially responsible business that makes good quality T-shirts for her husband's band.

Action: Abby offered to send last year's T-shirt design and more info about the company in an email after the meeting. She did so, and an edited version of her email is appended here (see [Appendix A: T-Shirt Email](#))

3.2.7 Silent Auction

Jane Hilyard reported that the Silent Auction solicitations are well underway. She's made 50 calls and received 10 donations so far. Christine Wagers signed up to coordinate with Room Parents to create class baskets for the auction. Jane plans to ask Khalsa staff if they'd like to donate *gifts from the heart* again. She'll also ask for donations from families, although it is too early to ask just yet.

Jane is hoping to get tickets to Disneyland donated next year with a coordinated effort for a service project that lasts at least two hours. Jane was thinking next year's Carnival would be a great event, since we have so many volunteers. Depending on the size of the project, Disney will give the non-profit organization up to 20 tickets. All volunteers have to be registered on the *network for good*, and we have to send in pictures of the event.

Action: Audrie offered to look into the *network for good* site to ensure people know what they are signing up for.

Sarah Wasserman suggested planting succulents and potting them and auctioning them off. Maybe Green Things will donate them? Audrie suggested Sarah look into it and Rachelle offered to donate some of her own money to the project.

3.2.8 Box Tops for Education

Rachelle went through thousands of expired box tops, but she submitted \$114 worth, and some were very recently expired. We received the full \$114. Rachelle will put an announcement in the next KCO News weekly listserv announcement calling for box tops. Abby Green will register to support the effort as well.

3.3 Communications

Rachelle handed out a presentation she put together on the Remind communication platform and app. The cost would be \$4 per student per year to send text messages to/communicate with groups (classes/parents/whole school). The app is about fostering a multi-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. Discussion was tabled because the meeting was coming to a close.

Audrie reported that she asked Lee if teachers receive the listserv announcements. Most teachers do not receive the KCO News or the school listserv announcements, but Lee suggested putting the KCO News in the *Monday Memo* that Siri Atma puts out to the teachers each week.

4 Open Discussion Items

We discussed the following additional topics:

- **Science Fair**—Noelle put in a plug for Science Fair judging and mentoring. Two classes ended up not having mentors this year. We need new blood and new members on the Science Fair Committee, since some members' children are aging out of the school this year.
- **Arizona Corporation Commission**—Audrie let the group know that she is now the registered Statutory Agent for the KCO on the Arizona Corporation Commission website (no longer Suzette Chavez). All officers are now current on the site as well. The KCO is in good standing. The next *Annual Report* is due April 15, 2018 and Audrie and James are set up to receive automatic email reminders 90, 60, and 30 days prior to the *Annual Report* due date.
- **Teacher Compensation Fun**—Rachelle brought up with Nirvair the idea of a teacher compensation fund to help pay teachers higher salaries/bonuses. The discussion on this topic was tabled because the meeting was coming to a close.

5 Community Events/Calendar

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

- Dining for Dollar\$ at Costa Vida on Campbell Thursday, February 15, 3:00 – 8:00 p.m.
 - Science Fair Judging Saturday, February 17, 8:30 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, 5:30 – 8:00 p.m.
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- Camping at Mt. Lemmon
 - KCO Meeting (Elections/Allocations)
 - Pool Party at JCC
- Friday–Sunday, May 4–6
Thursday, May 17, 6:00 – 7:30 p.m.
Friday, May 25, Time TBA

Appendix A: T-Shirt Email

Edited excerpts from Abby Green's Email concerning Khalsa T-shirts.

These were the logo ideas submitted last year by Christina Wagers' husband, Brad. He has followed up with me [Abby] since he sent this to see if there were any changes we'd like to have made, and I just let him know that we hadn't really discussed it yet.



Margie has shown interest in creating a design as well; however, she has not yet created anything.

Possible thoughts to consider when picking a design:

- Will this logo also be something that middle schoolers will want to wear? I think primary kids are pretty easy to please, but the middle school crowd will be a little pickier.
- We can create new designs/shirts each year (it's okay if this is not the absolute perfect design for all times; we are just starting somewhere and wanting to bring back a shirt to promote school spirit and unity).

My husband's band has worked with this company in town before and recommends them.

<http://tanlineprinting.com/>

In talking to the owner, he even welcomes field trips if we are ever interested. They have some very old and unique printing materials and such. Maybe this field trip could even tie into the middle schoolers "makers week" during first semester? (I am sorry if I have the name of the week wrong, but the week where they spend creating things for sale...I know it includes shirts, maybe it'd be interesting to go view their old screen printing materials?)

We have printed on these shirts: <https://www.nextlevelapparel.com/about-us>, this little blurb speaks to their social responsibility. They have great fabric blends so that it's something soft and something you really want to wear.

And just to bring up yet another idea while I'm at it...what about stickers? They are inexpensive to print (and sell), kids (and adults) stick them on their water bottles which they take with them everywhere they go. If families find shirts too pricey to buy for all of their kids, maybe they'd at least be able to buy stickers? Or both a shirt and a sticker for families who really want to show off their love for Khalsa!