

KCO General Meeting Minutes

Date: October 18, 2018

Meeting Start Time: 6:15 p.m.

Meeting Adjourned: 7:25 p.m.

Location: Khalsa Middle School

Attendees

Nirvair Khalsa (School Director), Ingrid Bregand (KCO Co-Chair), Matt Dunkel (KCO Co-Chair), Sarah Wasserman (KCO Vice Chair), James McGinnis (KCO Treasurer), Audrie Terre (KCO Secretary), Orsi Lazar, Stephanie Mehrabani, Sarah Worthington

Actions

1. **COMPLETE:** Audrie will send out the Classroom Parent Liaison description that she's been offering to Room Parents when she moves into a new class and they take over the role. It's also the description Audrie put on the website.
2. **COMPLETE:** Audrie will notify Erin Donaghy, who is coordinating the 6th year Jim Click Ticket sales, of the unanimous vote for 6th years to get all proceeds from the tickets they sell.
3. **COMPLETE:** Audrie will send Sarah the names of any volunteers who signed up to help with the Book Fair this year (either at Parent Night or during Community Conversation meeting).
4. **COMPLETE:** Orsi will have Sadhu post the Yard Sale flyer to the Facebook page.

Suggestions Made on Note Cards

1. Images of products that have Box Tops in class parent emails (e.g., Amy's products).
2. Regarding KCO meetings—send email with pictures of Board members so people can put faces to names.

1 Welcome

Ingrid welcomed everyone, and we got started.

2 Vote to Approve Minutes

Audrie quickly reviewed the completed actions from the previous meeting. All agreed there was no need to read the previous Minutes, and all present voted unanimously to approve the *September 13 Meeting Minutes* for the record.

3 Treasurer Report

James McGinnis provided preliminary amounts for funds raised for KCO events. KCO funds currently stand without Pizza Day money, because not all invoices have been paid.

2018–2019 School Event Revenue			
	Net	Percent of Net	ROI
Amazon Smile	\$ 19.82	0.5%	100%
Khalsa T-Shirts	\$ 3,401.47	82.5%	\$ 1.00
Jim Click Raffle	\$ 700.00	17.0%	\$ 1.00
Grand Total	\$ 4,121.29	100.0%	

The KCO's current account balances are as follows (savings are solely for shade structure):

Account Balances	
Checking	\$ 29,105.07
Savings	\$ 14,796.37
Grand Total	\$ 43,901.44

4 Committee/Project Reports

4.1 Dance Party

Stephanie Mehrabani reported that many people have expressed interest in the party, but no one has signed up. We need to drum up business! We will have a flyer at the booth at the carnival. The party will be held Saturday, November 17, and will include an optional dinner.

4.2 Box Tops—Sarah Wasserman (sarah.wasserman@khalsaschools.org)

Sarah reported that we just need a few more. We have 447 so far. Several people at the meeting offered to bring more in so Sarah can submit them.

4.3 Carnival—Tamara Ponchahar (tamaracook13@hotmail.com)

Audrie reported that Tamara seems to be ready for the carnival and hasn't asked for much help. Tamara did ask for the list of folks that purchased admission online by Saturday night, and Audrie will send it to her. Tamara also coordinated cash boxes with James ahead of time.

Ingrid suggested having a KCO table/booth at the carnival for promoting the following (use sandwich board with flyers to draw people in):

- Yavanna Photo Shoot
- Extra T-shirts
- Jim Click Tickets
- Promote Dining for Dollar\$
- Promote Yard Sale
- Promote Dance Party

4.4 Communication/Bridge Building—Amy Cormode (aimcat@gmail.com)

Committee held their first meeting. Spent time celebrating the year's successes so far. Discussed first bridge—teachers, room parents, parents—and how to make it a more seamless bridge.

Clarify job description of Room Parent Liaison—develop a way to find out from teachers what they want; ask room parents what their experience is and what they want or need from the KCO.

Audrie said she'd send out the Classroom Parent Liaison description that she sends when she steps down from Room Parent role each time (i.e., when she moves from level to level). This same description is also on the new Khalsa KCO website.

Sarah Wasserman has two room parents—one coordinates classroom needs and one conveys KCO needs.

4.5 Dining for Dollar\$—Matt Dunkel (mattydeeztoo@hotmail.com)

Matt has arranged with Papa Murphy's to have a Khalsa Dining for Dollar\$ all next week! Khalsa receives 25% of Khalsa-related sales! Matt will promote the event at the carnival and throughout the week at school.

4.6 Directory—Audrie Terre (audrie@terrefam.com)

Audrie has asked Melissa Portell and Margie Rocas to write up instructions for future Directory teams. This year's directory was less expensive, because the cover wasn't full bleed; more people placed ads; and it had fewer pages (Melissa did a great job editing addresses to be more compact). Audrie noted that she didn't have a directory team for next year.

4.7 Green Team—Rachel Strong (rachelstrong33@gmail.com)

Orsi Lazar provided the following notes from the Green Team. Everyone present was excited and showed a lot of interest, including Nirvair.

4.7.1 Gardening

Felicia's Garden has offered for us to use one or more of their 40ft beds exclusively for our school! This way students can either grow starters in the classroom windows and transplant, or use the beds directly, and visit the garden weekly. They said that Tucson Waldorf does this already. Rachel Strong is going to be visiting the garden soon to look around. She will gather as much info as she can and give it to the teachers to decide what they want to do.

4.7.2 Composting

Several classrooms have a compost bin set up already. Rachel plans to talk to the classrooms that are composting and find out what they are doing with it and talk to the classrooms that aren't composting and see if we can help set this up for them. Felicia's garden would love for us to bring our own compost over, so that gives the teachers a close place to bring compost.

4.7.3 Tucson Recycling Center

Abby Green has made arrangements for the Tucson recycling center to come and present to the Lower EI classroom on Oct 29th.

4.7.4 Watershed Management

Watershed Management offers school rebates and other education for schools. Debbie Ng is in contact with them currently.

4.7.5 Teracycle

Abby Green is looking into Teracycle, a program that recycles all kinds of body care products that aren't normally recyclable and lot of different brands for free! We may be able to set up a box in the office similar to the Crayola recycling program.

4.7.6 In Progress

- Fun Green Craft and Community night
- Documentary Screening of the film "Tomorrow" and Community discussion
- Beth Terry, author of plastic free... we're going to see if she would be interested in doing a talk in Tucson

4.8 Jim Click Raffle—Audrie Terre (audrie@terrefam.com)

Audrie proposed, several seconded, and all present voted unanimously to give the 6th graders 100% of the proceeds from the Jim Click tickets they sell for their end-of-year field trip. Audrie will notify Upper EI teacher coordinator, Erin Donaghy. Also, KCO will sell tickets at the carnival. The Jeep Cherokee Summit will be there with a big banner to draw people in!

4.9 Pizza Day—Tamie Harrison (Harrisons413@msn.com)

Matt Dunkel reported that all kinks with the Pizza Day list got worked out and Pizza Day is running smoothly.

4.10 Classroom Parent/Liaison Coordinator—Abby Green (abigailmegreen@gmail.com)

Abby Green sent the following update:

- Abby is getting great feedback each time she sends out email to Classroom Parent Liaisons.
- Amy sent out letter to room parents; one parent reported that they thought the notes were repetitive and useless because they repeated much of the same information as the KCO News listserv announcements. Several people present at the meeting agreed that Abby should continue to communicate this way. People often complain there isn't enough communication from the KCO, so we're communicating in several ways to ensure we reach the most people.
- Should have a gathering with room parents soon; maybe something special just for them.

4.11 Scholastic Book Fair—Sarah Worthington (sarahworthington@hotmail.com)

The Book Fair is currently slated for January 14–18. Our plan is to advertise it in several ways before break and afterwards. During the Fair, to draw people in, Matt suggested putting a bookshelf outside the office. Due to logistics issues, the group, including the administration, decided that the idea of doing the Book Fair during school registration was trying to do too much with not enough space.

Audrie will send Sarah the names of any volunteers who signed up to help with the Book Fair this year (either at Parent Night or during Community Conversation meeting).

4.12 Science Fair

Lisa Rezende-Tsao is individually meeting with all 6th graders about their individual/partner Science Fair projects. Anne Huth is meeting with all middle schoolers. Anne and Lisa will be talking to teachers soon and will share evaluation rubrics with teachers and Science Fair mentor volunteers.

4.13 Silent Auction

Ingrid is meeting with Erin Schmidt, a professional party planner, to give us ideas for this year's Silent Auction. We have volunteers, but no leader.

4.14 Survey—Ingrid Bregand (ingrid@sensensoma.com)

Ingrid wants to know our burning questions are. She will solicit feedback from meeting attendees.

4.15 T-Shirts—Abby Green (abigailmegreen@gmail.com)

Ingrid reported for Abby that Tanline is willing to reprint new shirts (originally, the adult pattern was printed on toddler shirts, and this time toddler pattern was printed on toddler shirts, which might cause concern among toddlers). Tanline is giving parents the option of getting new shirts.

Next year, we'll change the color of the T-shirt and add the new school year date, but otherwise keep the design. Maybe we'll put the order form in the registration packet so that folks can order for the next year. Maybe we'll have a first day of school T-shirt sale, since it's a half day.

4.16 Yard Sale—Orsi Lazar (olazar2010@gmail.com)

This year's yard sale will be held Saturday, November 10, early in the morning (7:30 a.m. start)! Orsi distributed new flyers today. Sadhu will post flyer to the Facebook page. Orsi's approach is to focus on volume and sales. Kids items sold well last year. Household items didn't sell. Some clothes sold. The group suggested \$1, \$5, \$10, \$20 tables to make pricing easier. Orsi needs help with setting up a Signup Genius page to get volunteers for setting up and selling. Everything left over will be donated, but it will be picked up. Orsi is still looking for which organization will pick it up. Teachers can shop for their classrooms for free the day before the yard sale.

4.17 Community Building—Abby Green (abigailmegreen@gmail.com)

- KCOffee Break: If this monthly event is all the committee does all year, it would be a great success. Savaya Coffee offered to donate coffee, but then didn't have it ready on the day of the event. Matt may reach out and reestablish contact or Priscilla Guess may follow up to ensure it doesn't happen again.
- Potluck in Spring—especially reach out to and include families that can't come for coffee.
- No hike this fall since there are so many other events coming up.
- Camping Trip—another great success. Likely have another one in the Spring, like last year.

5 Miscellaneous

The KCO needs to write thank you notes to the following businesses/people:

- Whole Foods (for Coffee)
- Savaya Coffee
- Directory Team (Melissa Portell and Margie Rodriguez)
- Kari (T-Shirt artist)
- Panera

6 Calendar of Upcoming Events

Yard Sale	Saturday, November 10, 7:30 a.m.
KCO General Meeting	Thursday, November 15, 6:00–7:30 p.m., in the Middle School
Old Skool Dance Party	Saturday, November 17, 6:30–8:00 p.m. dinner; 8:00–12:00 dancing
KCOffee Break	Tuesday, November 20, 8:30 a.m.
Scholastic Book Fair	Monday–Friday, January 14–18