

Steller Parent Group Meeting April 10, 2013

Call to order at 6:05 p.m.

Introductions

Jennifer Hall Jones, Rochelle Wilhelm, Colleen Bickford, Rebecca Martin, Patti Randlett, Wendy Woolf, Rebecca Johnson, Tim Thorndike, Chandler Auspach, Takima Keitt, Victoria Weindel, Philip Fleckenstein, Janine Nesheim

Minutes Review approved pending changes from Treasurer's report

Approve Agenda-added Teacher/Staff Appreciation Appropriation Funding change request

Old Business

- New Treasurer: Sherry Borer. Nichole Davis (parent) has agreed to act as "auditor" for transition. Audit will take place before the start of the next school year 2013-14.
- By-Laws amendment: Rochelle, Dorothy and Jennifer revised to reflect current practice. Draft reviewed at time of meeting.

Suggested revisions:

- I.D.3 changed to I.D.2.d.
- II.E.4.a. "qualified for the position" changed to "a member of the general Steller Community."
- II.E.5.a. "qualified for the position" changed to "by the Secretary or any member of the general Steller community."
- II.E.5.c. (added) The archivist will maintain a digital version (e.g. on a Steller website) of the master notebook accessible by the Steller Community.
- II.G.5. (Added) In the event quorum is not met, the chair may conduct an informal meeting.
- Chair / Co-Chair and Treasurer / Co-Treasurer to be noted as 2 year terms.
- One Advisory Group Parent Liaison must attend the Parent Group meeting.

Rochelle agreed to make the final changes to the By-Laws. The suggested changes will be given to Op Group, and then to Ad Board for a vote.

New Business

- Tim Thorndike requests \$800 to help purchase \$2,000 electronic music production software-Reason6 by Propeller Head, for 2 semester long peer taught courses for learning how to produce computer generated music (total of 20 students, 10 each per semester). Software will stay with Steller. \$850 already

given by Ad Board, some will come from student user fees(those taking the class). Products created, songs, etc. will be available to the Steller community at the end of the next school year. - Approved

- TOB: Temple of the Bean currently has \$5000 . John is in charge of cash reconciliation etc., and day to day management of TOB. Originally created as an intensive with an intention that profits to go back to Steller community. Parent Group helped with start up costs. As part of Steller community, Parent Group may make suggestion for use of funds, and that Dale may oversee funds as it is considered a club. If TOB is a fundraising entity, suggest review with Dale and John on how monies are being distributed back to community. Phillip will discuss our concerns, and bring feedback to Parent Group.

- Scheduling for registration staffing for 2013-14: Dates - pre-registration August 6th & 7th. Parent group has a table, collects money from parents, and has volunteer opportunities posted and people available to help answer questions. Rebecca M. has written a pre-registration manual; examples: lunch meeting with office staff to coordinate set-up of stations the day before, SIGNS, round tables, private nurse's station, t-shirt table, etc. and how many people are required for each station. Volunteers needed to help with set-up on August 5th, (about 3 hours), and then to assist with staffing parent group tables, yearbook, and t-shirt sales (to support CES) on Aug. 6th and 7th. Treasurer is present to help accept credit card payments and assist.

Action Items: 1) Solicitation for volunteers (~10 volunteers total) will be started prior to next Parent Group meeting via the Flash and

2) Completion of order for Steller logo items prior to end of spring semester.

- Scheduling for New to Steller orientation and auction for 2013-14 school year:

August 2013

8/7 Parent Group 1st Meeting: Preparation for 2013/2014 School Year

8/19 New to Steller Orientation evening presentation by Parent Group

8/21 First day of school (orientation 8/21 - 8/23)

8/26 First day of classes

8/28 Back to school night / Family BBQ organized by Parent Group

September 2013

9/4 New to Steller / Parent Group Meeting (goal is to be oriented to new folks rather than focus on business and to have elections...)

November 2013

11/3 SAT
11/6 Parent Group Meeting
11/16 Steller Auction (pending)

December 2013

12/9 - 12/19 Winter Intensives

April 2014

4/23 End of Year All Community Meeting-Celebration

May 2014

5/5 - 5/15 Spring Intensives
5/21 Graduation

- Teacher / Staff Thank-you Gifts discussion: Teachers \$50 / semester, \$50 for rest of staff*

*Regarding gifts, Parent Group received a beautiful note from Michelle last year:

“Thank you for the generous check. It is something I never expected. You have all made me feel so welcome at Steller, I feel like this is my home and I love coming to work everyday and seeing the kids and parents and staff all work as one. I brag about Steller to anyone who will listen! Once again thank you not only for the money but making me feel like I belong. Michelle”

Thank you, Michelle!!!

\$4200 approximately left for projects; ready for the taking - students think about what you would like to do!

Rebecca J. reported that Susan Mitchell's sister, Jen Mitchell has agreed to troubleshoot Flash/website issues for \$ 50 per month for the duration of our 9 month school year. Funding to come from the Retention and Recruitment fund.

Souper Steller has invited the 6th graders from Northstar Elementary to visit the school and have lunch with Steller. Currently scheduled for April 19th, 2013

Reports

Principal:

Dale - Out ill.

Staff:

Phillip - iPads have arrived. Projector mounting pending. Working on calendars, fall schedules to be soon. All Community Meeting being moved to April 23, 2014 for presentations/celebrations.

Overnighter scheduled for April 19th, 2013.

Treasurer:

Review of Balance Sheet; Profit & Loss Budget vs. Actual / Comparison; Treasurer's Cash Analysis

Need an eScripts Coordinator; eScript funds cover bank fees etc. so that more of our funds go back to Steller and not to maintenance fees.

Discussion about including treasurer reports and amended agenda in addition to the Parent Group minutes on the Flash/web (as part of our By-Laws discussion).

Ad Board: No report

Op Group: No report

Adjourned at 8:20