

Crystal Springs Cooperative Preschool

November Board Meeting

Thursday, November 7, 2024

Present: Dorothy Anderson, Director & Early Education Specialist; Jeannette Green, Early Education Specialist; Kari Gray, Co-Chair; Alison Churchill, Co-Chair; Rossana Lissau, Vice Chair; Michelle Ruther, Enrollment Coordinator; Janelle Beal, Treasurer; Jessica Aguilar, PAC Rep; Shelby McIntyre, Fundraising; Deanna McIntyre, Marketing Co-Chair; Glory Lee, Marketing Co-Chair; Meg Tanna, PreK Co-Coordinator; Kristina Atkinson, PreK Co-Coordinator; Rachael Shipe, 3 Day Co-Coordinator; Amanda Oie, 3Day Co-Coordinator; Aswathi Gopalakrishnan, 2 Day Co-Coordinator; Sadaf Rattani, 2 Day Co-Coordinator; Linda Rich, Toddler Coordinator

Not Present: Erica Johnson, Secretary

Meeting called to order: 7:16 PM

Welcome - Dorothy

Chair's Report - Alison

Motion to approve October's Board Meeting minutes (Rachael/Jessica S/P). October Board Meeting minutes were approved by all present

Membership agreements - Michelle will help chairs access the agreements

Coordinators: all families should be filling out the forms for Parent Ed, especially the second half (can fill out whether or not they attend).

Feedback from October forms : warm, welcoming, feels like a family

Enrollment Updates - Michelle

Current numbers:

Toddler - 10 out of 17

2Day - 15 out of 21

3Day - 22 out of 21 (2 on waitlist)

MA - Class ended 10/22/24

PreK - 23 out of 25

Forms are working well on Jovial for Parent Ed

Class Coordinator Updates - Coordinators

Toddler - Going well. Lots of energy. Continue to navigate a couple family concerns.

2Day - class is going great.

3Day - class is going great. Lots of action, blossoming, and connecting. Amanda is now co-coordinating with Rachael. Amanda will introduce herself in this week's email. Helping families adjust to cooler/rainier weather.

PreK - going well! Working on adding playdates. Communication on Band for subs, absences, running late has all been amazing.

All classes are doing an excellent job with communication on Band.

Fundraising Updates - Shelby

Recently completed:

- Qdoba: Profit is \$111.74. Not as successful as previous MOD, so continuing to assess best nights/locations for families.
- Wreaths: sold \$4,713, our profit is \$1,490.70 (which covered the \$1,200 difference in not running Firelight this year). 27 families participated, 167 items sold. Solidifying

details for how to distribute items when they're delivered.

- Total fundraising as of 11/25/24: \$7,285.73

Upcoming:

- Aquasox outing in the spring - looking at dates and will get feedback from families before committing to a date. Will add that to the Temperature Reading in January
- Spring Fair: looking to recruit families (in addition to Green Team) who might be interested in planning
- Butter Braids: 11/18 - 12/4 (pickup on 12/9 at 9:30)
- Basketfest: will announce in December
- MOD Pizza on February 10

Coordinators: Please add Fundraising events to class Band calendars. Please also include Fundraising in your weekly email, or forward Fundraising blurb to classes/post on Band.

Other Updates: Thank you to Marketing and Teacher Jeannette for keeping all the fundraisers communicated! Fred Meyer Rewards training coming at the next All School meeting. Raffle rewards for all families who are enrolled.

Marketing - Deanna & Glory

We have an online store! It's a mock-up: CSPSturtleswag.turtle.me. We can check it out now and they are continuing to work out details for taxes and how families can purchase.

Janelle: follow up with Beth about tax rules

Some pictures are rolling in (3Day and Toddler). Need PreK and 2Day to share photos to the Marketing folder. Rossana will continue to follow up with the class photographers and ask them to drop a couple of photos each month into the class Google Photo album (ONLY showing kids who are approved to be in external materials) so that Marketing can pull those pictures for materials and be confident that they are only showing approved kids.

Jeannette will be included in the Marketing photos folder so she can update photos on the school website.

Can share ideas for school shirts with Marketing. They're brainstorming and will bring back

ideas for approval.

Pop up coming before the Holidays

Get parents to join social medias (will discuss at next meeting)

Treasurer Report - Janelle

Strong month for income, largely due to amazing fundraising! MA families have been refunded or credited for the closing of the class. The dollar amount for the Pumpkin Patch excursion is a placeholder amount (last year's total) and it will be updated on the report once we get an invoice from Thomas Family Farm.

Total October income: \$13,563.70

Total October expenses: \$8,621.65

October Net Operating Income: \$4,942.06

A few more air purifiers for classrooms still in the works.

Vice Chair's Report - Rossana

Class photographer follow up

Got the Fire Station excursion scheduled for December 3rd and 10th

Handy Person withdrew, but continuing to be available for any needs

Health and Safety Officer withdrew and looking for a new family

Paint changeover person withdrew, so right now no one for the whole year. Looking at ideas to solve that.

Sunshine Committee has a few events coming. For Clothing Drive, remind families to bring clothes that are 5T and up. Flyer going out to coordinators this weekend.

PAC Updates - Jessica

The same man (Steven Ryan Vangorder) who was going to co-ops and churches last year is continuing to try to gain access to buildings again. He was last seen in Puyallup on November 3rd.

Continue to follow safety plans and use school signals to keep families and kids safe. Dorothy will post his picture near the sign-in sheet to increase awareness. Remember to post on Band if an approved family member is picking up your child.

Registrar training is on November 12 at 7-8:30 on Zoom. Catherine at SCC is hosting.

Risk Management and Treasurer meetings will follow.

NCP Preschool Preview Night is on January 23rd. PAC will host a table and have brochures for all the schools. Dorothy will consider if CSPS will host their own table.

Tell Jessica if there are any topics that you are passionate about or interested in learning about, or if you know of any great speakers who would be interested. They are also looking for more diversity in the speakers.

Director's Update - Dorothy

Excursions

- April 22nd - Garden Critter Lady
- January - looking at ideas
- March - looking at ideas
- Beach at end of the year

November 20th is the All School meeting (6:30) and SCC (7-8:30).

Revisiting BAND posting protocol: Dorothy will continue to not post likes on Band. Some feel like it's hard to NOT say anything.

Coordinators and non-paid staff: It's okay to like and comment more freely/be more authentic on Band. We will add a specific question on the Temperature Reading regarding inclusivity on Band. Alison will also adjust the Parent Ed speaker form questions to include Band check-ins

more frequently.

Coordinators: include a blanket check-in/encouragement - we love see all the pictures of all the kids having all the fun

Rock Steady: Coordinators start talking about that and getting votes pulled together for the next all school meeting.

Coordinators: Clothes: bring mittens, gloves, jackets, etc. - clothing needs to be appropriate for weather.

Board 2025-26: start thinking about what you'd like to do next year. Find people in your classes that might be skilled or interested in stepping into the Board. Start shadowing in January/February.

Instructor's Update - Jeannette

Jeannette shouting out Marketing and Shelby - AMAZING! Thank you for all the hard work!

Jeannette's two classes are going really well and the coordinators are doing an amazing job. Great communication and community coming up

Meeting adjourned: 9:38 PM