

## Crossgate's Parents Club Meeting December 6<sup>th</sup> 2007

-School sign is up and working.

- Cafeteria Efficiency: We are currently having a problem with pizza day. It is taking 20min or so for the children to get their lunch, leaving only 10min left to eat. Some ideas are listed below

1. Pre-paying lunches by sending in money for the week. Problem with this is that children have to three items for lunch and they are not allowed to leave otherwise. The school system loses 1 million dollars a year on food services.

2. Buy lunches with tokens? What happens when the tokens are lost?

3. Giving money to the teachers ahead of time? Or have teachers count the number of kids who are going to get a hot lunch. At one time student volunteers were collecting money, but often the money didn't come out right. Kids miss class to do this and it is a large responsibility.

4. Let the child have the lunch, then collect the money when they are eating by using a parent volunteer.

5. Have teachers put the children in line when they come in and not wait for the table to be called. Or have the first two classes immediately get into line when they enter the cafeteria.

6. Children who packed lunches are sitting without drinks and the milk table is empty when they first get to the cafeteria. Maybe have those children buy milk right away.

7. Mr. D- to talk with Debbie about having the first two classes go up for hot meal right away when entering the cafeteria.

8. Where to put a second line? Kids are not allowed to bring food from home into the food line.

9. Food poisoning? The food is not cooked at Crossgate's but it is warmed there.

### -Noise level in Cafeteria (Mr. D)

1. Students are complaining of having headaches from the noise. Kids are throwing food items. Debbie has been trying to keep order. There is a buzzer in the cafeteria that is a decibel meter and doesn't go off until it is a certain decibel. Willing to try turning off the buzzer tomorrow. Substitute teachers who are at the school say that we have a very nice lunch room.

-Boy Scouts: Angie Huss was initially handling the sign up but is now the Cub Master for K-4<sup>th</sup> grade. Boy Scouts for 5-6<sup>th</sup> grade is at another location. Mrs. Adkins the previous Cub Master states there is approximately \$800.00 left from the last time there was a troop. Kelly Ripka is the community chair is going to set up times for the leaders. Boy Scouts won't start until after the first of the year. The sign up was last minute, so maybe another sign up will be passed around. There are extra registration forms in the office.

-Scholarship Review Committee: Needs to go over how they want to give out the money this year. Needs 4-5 volunteers. This can wait until after the holidays. Mr. D saved some info from last year on his flash drive.

-Market Day: Pick up is on the 10<sup>th</sup>, a Monday. We earned \$168.00. We are above the amount made for last year. Most parents are ordering on -line. Maybe try to sell the left over products that aren't picked up.

-Teacher appreciation: Lunch provided on conference days. Possibly doing the day before Christmas Vacation. Bailey's Pizza with chicken and mashed potatoes for lunch. Ideas for lunch placed and teacher appreciation week are needed. This is already part of the budget.

-Box Tops: \$651.00 so far.

-Treasury Report by Tony Comes ( This section has been edited due to inappropriate language and family issues. If there are any questions please contact the parents club).

1. Bought receipt books
2. The system of keeping track of money needs to change or Tony will quit or assist someone else in taking over the job. There needs to be more responsibility for keeping track of the money.
3. A deposit was made on December 3, 2007 of \$9566.61 in checks and cash.
4. A stamp was bought with Crossgate's PTO on it to stamp the checks.
5. Inter-office envelopes are not secure. No money is to go in these, messages only.
6. White Envelopes: They are for one time use, sealable, in both large and small sizes. Any money from the community chair should be put in a white envelope, labeled, counted, and signed by two people.
7. There is a form for the envelope to be logged onto before put in safe by Mr. D.
8. Currently there is approximately \$16,000 in the account minus \$5300 (for the sign), and we need to decide what to do with it.
9. There has been loose money and open envelopes in the safe, for reimbursement and to do the books, information about the money is needed.
10. The only person with access to the safe is Mr. D.

-Pete Jaegly's questions

11. Every Wednesday Tina, Parents Club President and Tony, Treasurer are supposed to meet and this isn't happening, this needs to happen.
12. The amount of money in the bank needs to be balanced so we can decide what we want to spend.
13. Do we have any outstanding bill or expenses? No.

-Tony motions to suspend any payments out of the Parents Club money for one week except for pizza and pop. This is to the account can be balanced. Mr. D states many things are in flux from the account such as Kohl's cards and this would mess up buying them for Christmas.

-Need to set date for account to be balanced by. Tony, Melanie, and Tina will meet on Monday at 9:30 to do this.

-By next meeting a plan should be in place and procedures should be set up for accounting for money.

-Mr. D: Smart Boards, slate, stand, and projector are \$3208.00 + the price of a laptop = approx. \$4000.00 x 3-4 of them. Possibly get one and learn how to use this then get more. Board of Education usually won't match us. Maybe we could have someone check into applying for a grant for this (Michelle Goeder).

-Gloves and Scarf's: no specific place. There are needy families in our school, and one family living in a shelter. Possibly form a committee for these kids. Michelle Goeder is now in charge of this.

- Mrs. Metcalf would like a pull-down map.

-Use the petty cash fund for students unable to afford a field trip.

-Nurse bought a new temporal thermometer.

-Has anyone seen Mrs. Smitley incubator???

-There are no rules about the amount of bathroom breaks.

-Student of the month is usually one person, but two people from the class are able to be picked.

-Don't wait for questions to be answered please stop in the office or e-mail Mr. D.