

## Minutes of CPO meeting 9/19/09

In attendance - Jen Alder, Pamela Amolo, Carla Berrey, Jann Bracht, Francene Butts, Malinda Choitz, Claudia Daly, Jungwi Han, Sue Hanen, Lisa Harlan, Tin Kha, Jinyang Kweon, Eunsook Lee, Peter Nyholm, Ellissa Parnon, Sharna Prasad, Kari Rieck, Julie Ruangton, Mary Stephens, Robyn Vega, Kelly Veasman

Meeting started at 11:05am. Francene Butts, CPO president, introduced herself and then had everyone in attendance introduce themselves.

There was no secretary's report as this was the first meeting of the year and the secretary position has not been filled. It was noted that last year's minutes are available on the school website.

Ellissa Parnon gave the treasurer's report and submitted this year's budget for final approval. Current balances are:

- \$5144 in savings
- \$38 in checking
- \$58 in CPO Corvallis Public School Foundation account

The budget that was tentatively approved last May was formally approved for the current school year; projected and approved:

- \$5200 income
- \$6425 expenses
- \$3500 approximate final account balance

Principal Harlan gave her state of the school report next. The start of school went smoothly with enrollment of approximately 625 students, close to what was projected last spring. Changes that have been made over the summer include:

- 6th grade rotation - A leadership segment is now included for every 6th grade student, taught by new teacher Janice Rosenberg. Body systems has been integrated into the science curriculum.
- Courtyard beautification - All ivy was removed from the courtyard over the summer and replaced with grass. The courtyard space will be redesigned by the 7th and 8th grade leadership classes who are in the brainstorming phase now.
- New signage at school - Ms. Harlan and Mr. Kha visited other middle schools over the summer and were impressed with their variety of signage; administrative staff has created new signs that have been posted around school.
- Outdoor School is now Outdoor Experience for 6th grade - The program activities will be held over several school days and include

field trips but no overnight component. This will result in more actual program activity time and greater participation. It is much less expensive, will include many students who were not ready to sleep away from home, and lessen the number of volunteers needed. Scholarship money may be used more comprehensively for program expense as well as supplies students may need - boots, etc.

Principal Harlan wanted parents to note that the date has changed for the Cheldelin Open House so there is no longer a conflict with the Crescent Valley Open House. It is now scheduled for Tuesday, September 29.

Lunch policy was discussed. Students are allowed to use the bathroom near the blacktop or near the cafeteria but will be sent singly or in small groups so that they do not congregate in the bathrooms or hallways. The library is available for homework or as a quiet space during lunch time but not on a drop in basis - a pass must be issued by an adult (any adult may authorize this). This is to promote positive use of the library and to minimize distractions for the students who are there.

Lunch in the courtyard will be available on special occasions like WEB lunches. Students are able to be in the courtyard at break time. The use of the courtyard was changed because there were problems with pests and sanitation in the past.

There was also discussion about having students use their agendas for bathroom passes. Concerns were raised about how sanitary this may or may not be as well as the security of students' agendas. Ms. Harlan discussed the pros - record of bathroom trips so patterns may emerge, no permanent pass touched by all - and cons - students forgetting agendas, putting them on bathroom floor - and said she would think about how to address parents' concerns.

Francene gave the fundraising report as there is not a fundraising chair right now. She introduced Sharna Prasad who discussed the upcoming magic show which is a benefit for the entire school district and which sold out last year.

Art of the Imagination

MAGIC SHOW with Gary Carson

October 29 7pm

tickets on sale at Gracewinds, All About Kids, Frogs and Pollywogs

online at [www.cpsfoundation.org](http://www.cpsfoundation.org)

Tickets \$20 now, \$25 after October 22

Gary Carson, who appeared last year, is returning this year for a districtwide school benefit at LaSells Stewart Center. Tickets are on sale now. The money will go into a new fund, Student Opportunity for

Success, that will be used for student expenses that are not educationally mandated but that are deemed important to the school experience, such as school activity and field trip fees for those who cannot afford them.

The SOS Fund was created by the school principals to meet a need that they had identified and will be administered by the Corvallis Public Schools Foundation.

As it is a districtwide event, Sharna said that one goal is for all schools to participate in the event. Schools would publicize the show, wear school spiritwear to the show, and staff a concession stand of some kind at the show with proceeds kept by the sponsoring school. It is asked that PTAs contribute \$50 to show their support and to reserve concession space.

It was moved and approved that CPO contribute \$50 to show our support and to have a concession space. Sharna said that she knew someone who was willing to organize the Cheldelin concessions and would confirm with that person before asking for more help.

As for the annual magazine sale, no one has offered to chair the event and there has been ongoing discussion within CPO and with school staff about eliminating it and having a direct donation drive instead. It is possible to do both a donation drive and a magazine sale but on a smaller scale with the magazine sale slowly phased out if that is the general consensus of what people want.

Francene met with a representative from Golden Apple Fundraising to learn more about holding a magazine sale and what that would entail.

Many students do enjoy the energy of the sale and the prizes. With the slow economy, it may not be a good time for a direct donation drive.

However, the sale requires a lot of volunteer time and planning, and there has been very little of either so far.

In the past, there have been agreements with LP about splitting magazine proceeds from Corvallis Clinic and Good Sam orders - automatic revenue - but no one had knowledge of any such agreements. It may be that doctors' offices are removing magazines to lessen the spread of germs right now, too.

The money raised is disbursed by Principal Harlan and a committee of staff, parents, and students. They review teacher requests and try to spread grants among all classes and many students. Annual recipients include the track program and 8th grade Mock Congress.

There was more discussion about aligning direct drive incentives with magazine sale incentives so that students could do either one and also including incentives for grade participation so that even those students who could not contribute a lot could enjoy the group benefit.

Principal Harlan wanted parents to note that the percentage of students who receive free and reduced lunch has increased dramatically, from 12% to 30% in the past few years. The community's needs are growing but more are less able to give.

Other ideas that were mentioned were a read-athon or jog-athon to raise money.

Francene asked for a consensus from the group and it was decided that we are not able to do a magazine sale immediately. Kari Rieck will see what our options are - various vendors, online sales, etc. and report back.

The fall book fair has been tentatively scheduled for November 11-18, but the chairpeople have both left the school. Someone needs to organize the fair if we are to have it. Our fair is smaller in scope than elementary fairs and primarily involves several hours of set up, take down, and staffing during lunch and before school. In the interim, Malinda Choitz said she would contact Scholastic and find out details for this fall.

Francene Butts described the CPO positions to be filled for this year - see below. Ellissa Parnon asked for someone to learn more about Escrip; we receive a steady stream of Escrip income but it could be much more if we used it more effectively. Kari Rieck said she would find out more.

At 12:30, the meeting was adjourned for the informal principal's coffee to follow.

CPO Positions to be filled -

- Secretary - write minutes; keep notebook, correspondence as needed
- Fundraising Coordinator - oversee, support FR activities of CPO
- Volunteer Coordinator - work w/event chairs, school staff to fill vol. needs
- Book Fair - plan and conduct fall/spring fairs; coordinate with Cougar Spirit Night
- Cougar Spirit Night, fall/spring - organize community building event for all families, simple food - in conjunction with book fair
- Conference Dinners, fall/spring - organize dinner for teachers on conference days
- 8th grade party - organize party for 8th graders at end of school year, oversee many subcommittees that do hands-on work
- Staff Appreciation - organize breakfast or lunch during staff appreciation week in May
- Volunteer phone coordinator - assist volunteer coordinator in making phone calls to fill volunteer needs

The next CPO meeting will be held on October 2 at 11am in room 26.