



Steller Parent Group 10/13/2020

Meeting Minutes - DRAFT

Call to Order at 6:00 pm.

Greetings and Introductions.

Attendees.

Angie Southwould.

Brandon Brooks.

Chandra Poe. chandrabriepoe@gmail.com.

Eli Pelletier. 21ep.cis@gmail.com.

Holly Rinehart. hollyloves2@gmail.com.

John Ryan.

Jonathan Halpern.

Kate Hopewell. kateshoes@yahoo.com.

Kenneth Thomas.

Kirsten Tschofer-Pelletier.

Logan Davis. ljak03@gci.net.

Reed Whitmore.

Rebecca Gerik.

Riley Strodbeck.

Rosa Hohnstein.

Sarah Strodbeck.

Savannah Wimett. sdwimett@gmail.com.

Approval of Agenda.

Click [here](#) to view September Agenda.

Approval of Minutes.

Click [here](#) to view the March Minutes.

MOTION: Approve the March minutes as posted.

Motion By: Reed.
Second By: Brandon.
All in favor. Motion approved.

Click [here](#) to view the April Minutes.

MOTION: Approve the April minutes as posted.
Motion By: Jonathan.
Second By: Reed.
All in favor (8-0). Motion approved.

Click [here](#) to view September Minutes.

MOTION: Approve September minutes as posted.
Motion By: Kate.
Second By: Johnathan.
All in favor (9-0). Motion approved.

Funding Requests.

[Fall Staff Appreciation by Kirsten Tschofen](#). Kirsten would like Parent Group to acknowledge all the hard work and dedication of Steller staff during this trying time. She would like to spend \$12 x ~28 staff for a total of \$336 on gifts of appreciation. Each staff would get a choice of: Caffe D'Arte Coffee Gift Card, Sweet Cariboo Macaron Gift Box, or Selfie Light Ring.

MOTION: Purchase up to \$350 in staff appreciation gifts, spending \$12 per person.
Motion By: Kirsten.
Second By: Jonathan.
All in favor (9-0). Motion approved.

[School Spirit Banner by Kirsten Tschofen](#). Kirsten would like to create a school spirit banner, approximately 50" x 60" with corner grommets, to hang at the front of the building. She has a quote for \$125 from the company that made the graduation signs in Spring.

Comment: Would be nice to have the sign available and display before 10/21, when some families will be coming to the building for supply pickup and/or dropoff.

MOTION: Purchase a custom school spirit banner for \$125.
Motion By: Kirsten.
Second By: Jonathan.
All in favor (9-0). Motion approved.

Reports.

Principal Report.

Reed reporting.

Staff Perspectives. Teachers are really stepping up and showing dedication to the program with many of them learning new technologies. Lots of success stories. Visiting classes and students are still showing a high level of engagement.

In-Person School Opening. Decision was made for Steller to open when High Schools open. Date is still to be determined. Steller WILL NOT start on November 12, or if the date is adjusted, with other Middle Schools. Steller will continue offering an option to attend class from home.

Staff Report.

Rosa and Becky reporting.

Students are amazing! Op Group put together a virtual spirit week and is putting together a dance proposal. Brian has started a homework club that will likely continue through next quarter.

iReady. Many students have taken the Reading and Math assessments. Staff is asking that all students take the assessments, even if they were not enrolled in a Language Arts or Math class this quarter. Supplemental resources become available online after taking the assessments.

Supply Pickup. October 21 12:00-6:00. Students can come by the school to pick up and drop off supplies. Second quarter teachers will inform students, if they need to get anything. Students are asked to return any supplies borrowed during first quarter.

Open House. October 21 6:00-7:00. Encouraging all parents to attend and learn about the expectations staff has during these accelerated quarters.

Limited Parent-Teacher Conferences. Focusing on students who've had difficulties in the online learning environment. Please contact your advisory teacher to schedule a virtual meeting.

Art Gallery. Gallery of Works presentation showcasing art projects completed in Jean's art class. Includes a big thank you to Parent Group for funding art supplies; they will get continued use throughout the school year. Rosa will ask Jean to share the slideshow and post on Steller Parent Group social media sites.

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Student Report.

Savannah and Logan reporting.

First order of business was to add a new cabinet member: Social Media. Eli Pelletier. Op Group created an official Steller Instagram account. The IG will take the place of Yearbook as a way of collecting photos.

New proposal re: Costume Contest.

Not meeting this week due to Finals.

Jonathan is the Parent Group liaison for Op Group. Going marvelously well. Impressed with professional conduct and organization.

National Honor Society is helping students at homework club.

Treasurer Report.

Brandon reporting.

Transferred \$4000 from PayPal to Wells Fargo. Mail Chimp, used for the Flash Newsletter, is the only cost coming from PayPal. Brandon is exploring the Sales Force free option.

Distributed Treasurer Report with Balance Sheets and Profit and Loss Statements as of 10/12.

Bank balance from mm/dd: \$26182.42.

Equity available for allocation from mm/dd: \$17576.43.

Click [here](#) to view Treasurer Report.

Motion By: Rosa.

Second By: Holly.

10 in favor. None opposed. Motion approved.

Chair Report.

Kirsten reporting.

Budget Process. Identify where money comes from. Identify where we spend money with guidance from the Steller community. Identify operational and recurring expenses. Use budget to guide ideas without being bound to a strict spending structure.

Steller Auction is our big fundraiser; made ~\$18000 last school year. We also get some money from Amazon Smile, Fred Meyer Community Rewards, and Office Depot/Max Give Back to Schools programs. There will be no auction this year, so intention is to spread our current money across two school years.

Funding goes towards multiple categories. Operational. School Hosted Events. Parent Group Hosted Events. Grants: Travel intensives, intensives, program support, and special projects.

Proposed Income for 2020-2021. Amazon Smile \$200. Fred Meyer Community Rewards \$1000. Individual donations \$600. Steller Auction \$10000. Other funding activities \$200. Total \$12000. For this year, the "Auction Income" is coming as carryover from the 2019-2020 Auction.

Budget Proposal. Operational \$1500. School Hosted Events \$2000. Parent Group Hosted Events \$1500. Grants \$6000 (Intensives \$3000, Program Support \$2000, Passages \$1000). Miscellaneous \$1000.

Can donate via the PayPal Donate Button (indicate "Friends and Family"). Write check addressed to Steller Parent Group; send to the school with request to put in Parent Group mailbox. Brandon will look into more direct methods.

Budget is meant to be a guide but is to remain flexible for arising issues/requests. The budget is streamlined to carry us through until the end of calendar year 2021.

Kirsten will disseminate this budget proposal to the Steller community and invites questions, comments, and concerns via stellerparentgroup@gmail.com.

Committee Reports.

Community Service Coordinator Report.

xxx reporting.

xxx

Volunteer Coordinator Report.

xxx reporting.

xxx

Auction Coordinator Report.

xxx reporting.

xxx

Website Committee Report.

xxx reporting.

xxx

Spending Ideas Committee Report.

xxx reporting.

xxx

New Business.

Bylaw Amendments.

Kirsten reporting.

Chair + Treasurer + Another board member will have check signing capabilities and signatures on file at the bank.

Budget Committee.

Financial review at the end of the year by three members who do not have banking access.

Establish work groups as needed.

Treasurer is main point of contact for all financial transactions, except for

Updates banking information

Chairs Budget Committee

Reviews funding requests

Motion By: Rosa.

Second By: Holly.

10 in favor. None opposed. Motion approved.

Directory.

Kirsten reporting.

MySchoolAnywhere was bought out by Membership Toolkit. Fees were \$290 and recently increased.

Ptboard. Recommended by Kirsten.

Motion By: Kirsten.

Second By: Johnathan.

9 in favor. None opposed. Motion approved.

Giving Tuesday Campaign.

Kirsten

Global day of generosity on December 1.

Calendar. No School. 10/14, 10/16, and 10/23. Open House on 10/21. Conferences

Comments.

xxx.

Future Parent Group Meeting Dates.

Tuesday, November 10.

Adjourned at HHMM pm.

Minutes recorded by Angie Southwould.

Links to [Meeting Presentation](#) and [Links Document](#)