

Sands Montessori Parent Organization

SMPO August Minutes

August 4, 2021 / 7 PM / Zoom Meeting - budget planning meeting

ATTENDEES:

Heather Gerker - President

Dave Rolfes - Secretary

Becky Economou – Business Manager

Vanessa Barth – Teacher Rep

Brittany Able – Communications Coordinator

Joie Linser – Past President

LeAnn Gardner – Co-Technology Coordinator

Robyn Appino – Teacher Rep

Alissa Paasch - ILT

Priya Rolfes - LSDMC

Kim Fulbright - ILT

Jonathan Gardner – Co-Technology Coordinator

Rachel Danhires - SEP

Amy Hueneman – Volunteer Coordinator

Michelle Durban – Business Manager in Training

Allyse Songea – Parent At Large

Holly Fritz – Fundraising Coordinator

Sarah Lord - Principal

Richard Gross - LSDMC

Chris Vockell - Athletics

AGENDA

SMPO Budget

NOTES

- **President Heather Gerker** - Been getting prepared with VP Courtney Ryan for the meeting. Goals for the meeting:
 - Finalize budget in preparation for general parent meeting at the end of August
 - Finalize decision regarding the mini-grant from the 2020-2021 school year - possibly vote on it given we have a quorum (per **Richard Gross**)
 - Discuss ideas for spending capital savings
- Focus on building community within Sands and Mt. Washington
- First proposal is to postpone 2021 Carnival and 2022 Indoor Dances mostly in light of changing COVID protocols
- Fundraisers: Read-a-thon is proposed to be on for this year and Kristin Krailer will chair; Holly working on restaurant partnerships
- Reminders:
 - Picnic this weekend 2p-4p at Spirit of 76 Shelter; spirit wear will be available for sale; question from **Richard Gross** about communication: Social Media / SMPO website / flyer coming via Sarah Lord
 - Access the SMPO Google Drive; reach out to Heather if you need help getting to it
 - SMPO meetings 3rd Tuesday of each month starting in September; August General Parent Meeting needs to be scheduled, tentatively planned for August 31
- Overview of Budget Process:
 - Three buckets of funds:
 - Operating Expense fund which is the money used for the upcoming school year
 - Mini-Grant / Yearly Reserve fund which is requested via applications submitted in the spring
 - Long Term Savings / Capital fund which is legacy money meant originally used to be for technology at the time Sands was built
 - Process starts now with SMPO meeting and vote then is presented at the General Parent meeting
- **Becky Economou and Michelle Durban**

- o No plans for Fall Carnival
 - o Proposal for Direct Support campaign
 - o Read-A-Thon expected to bring in \$30,000
- **Heather Gerker** - Explains that we can choose whether or not to do a direct fundraiser. **Rachel Danhires** mentioned fundraiser at the YMCA for passport to allow participation and make it creative. **Priya Rolfes** mentions how important it is to build community in a safe way especially for new parents. **Kim Fulbright** mentions that direct campaign may give off feeling of "high need" from SMPO which can come across wrong. **Heather Gerker** reminds us that the by-laws state each annual budget must be balanced & so this is needed. **Richard Gross** talks about why by-laws were written that way and it makes sure that SMPO has money to fund what is needed at the school; suggests possibly use funds towards end of school year in a group setting. **Heather Gerker** talks about transparency in messaging and talks about how important it is. **Priya Rolfes** talks about using examples in messaging (\$5 for ___). **Sarah Lord** mentions that replacing Montessori materials is something that is needed and could be used as an example. **Amy Hueneman** asks clarifying question on budget process being balanced.
 - Back to budget discussion **Becky Economou** talks about other fundraisers & provides estimates. 2021-2022 estimate is based on average of prior two years.
 - Run through of expenses proposal. Quick discussion on Grandparents Day. Per **Sarah Lord** we should plan on it. Other events discussed as well with most planned to occur. Budget also includes field trip proposals.
 - **Amy Huneman** has additional questions about calendar and schedule as well. **Richard Gross** brings up past events like Parent's Night Out & Silent Auction. **Heather Gerker** also mentions that General Parent Meeting is a good spot to get opinions on other events. Discussion on \$500/teacher without receipt proof needed. **Richard Gorss** cautions against this because money may possibly be misused.
 - **Rachel Danhires** provides history on the SEP Scholarship estimates. Says estimate is too low based on what was done in the past. Recommends \$4000 as estimate. It was accepted.
 - **Becky Economou** continued through expenses without objection.
 - **Richard Gross** points out we can add lines for income based on expected events. **Becky Economou** points out that we have over fund raised and not spent what we expect each year. **Richard Gross** proposes planning on doing an end of year event, which could help balance, the budget. **Michelle Durban** highlights the need to spend some of our money because in total we have about \$150,000 already in the bank. **Richard Gross** points out building is getting old and may need to be prepared for upcoming costs. **Priya Rolfes** points

out that CPS needs to ensure they are doing their part. Further group discussion on funding, size of accounts, etc.

- **Vanessa Barth** talking about mini-grant. Do we need to account for doing it twice? It was decided that SMPO can vote on it in the future.
- It was decided that SEP Scholarship amount could be reduced to \$3000. **Becky Economou** will add carnival line back to the budget in plans for a spring 2022 event that may be a carnival or may be something else which will balance it out and share it with the SMPO.
- Meeting called at 829pm.