

AGENDA
Hannah Marie Brown Elementary School
School Organizational Team Meeting Notes
HMB ES Library May 18, 2022 3:00 pm

Members in Attendance: 3:08pm

Ryan Atkins, Member
Bree Carlson, Member
Marissa Evans, Member
Sharon Felice, Member - Absent
Nikki Gehlken, Member
Nick Wester, Member
Michele Wooldridge, Principal
Matt Christian, Assistant Principal

Agenda Topics

Fundraising needs for 2022 – 2023

1. Electronic Sign:
 - a. The sign was donated by the NV Energy Foundation. It's slated to be installed by early August
2. Outdoor classroom and STEM lab
 - a. Estimated cost is 20k for the structure and 2-3k for tables and white boards
 - b. Corporate Sponsorships/Donations
 - i. **Action Item:** Michele Wooldridge will mock up a one sheet that details the opportunities for businesses and business owners to donate to building the outdoor STEM lab. For businesses there are tax advantages. This can also be an advertising opportunity. Donors may receive inclusion in the Bear Necessities Newsletter, possible plaque on the structure and/or on a community/partner wall.
 - ii. **Action Item:** Need to determine who will spearhead and facilitate the process from approvals to execution
 - iii. **Action Item:** Ryan Atkins will speak to NV Energy about additional corporate sponsorship opportunities
3. PTA Givebacks:
 - a. PTA expressed interest in providing an annual amount to teachers to be used for supplies rather than coming out of pocket or asking parents when supplies run low
 - i. **Action Item:** Michele Wooldridge and PTA to define specific parameters for what types of classroom supplies the funds can be used for and if Specials and SPED also will receive the same allotment. Also, how would the funds will be disturbed.
 - b. It's anticipated that there will be about \$20k that will be generated by the cookie dough fundraiser. These funds will be available by mid-November. If the outdoor STEM lab can be covered by corporate donations, these funds could be available for use for student field trips
4. Upcoming Fundraisers:
 - a. Jamboree is Friday, September 30th - Ideally can coordinate bookfair around this time
 - b. Cookie Dough is October 10th - 21st
 - c. The school will continue to sell T-shirts and other attire

5. Parent Volunteers

- a. Parent volunteers will resume in the fall
- b. **ACTION ITEM:** @Sharon will create an outline of steps for both the new and renewal process for the CCSD volunteer badge in preparation for volunteers in the Fall. Communication will be distributed to parents prior the end of the year
 - i. The badge allows for parents to volunteer to go on field trips

6. Next Meeting:

- a. Wednesday, June 15th

7. Public Comment Period (two minutes maximum allotted)

- a. None

Meeting Concluded at 3:40pm