**Pioneers for Education (PFE)**

**Meeting Minutes**

**September 11th, 2018 6:30pm**

**Fort Calhoun High School Commons**

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| **Attendees** |
| Denise Work- Vice President | Natalie Cummings- Secretary | Andrea Totten- Support Coordinator | Michelle Dill- Treasurer |
| Don Johnson- [Superintendent](https://www.fortcalhounschools.org/wp-content/uploads/Superintendents-Contract.pdf) | Dara Waters-Summer Bridge Chair | Joey Iwen-Staff Appreciation Chair | Alicia Minow-Box Tops Chair |
| Lesley Anderson-Fish Fry Chair | Jen Sundermeier | Kristi Svacina |  |

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| Item: | Responsible Party: | Discussion | Follow Up |
| Call meeting to order | ~~Jessica~~  Denise | Jessica Warfield-PFE President had a death in the family and was unable to attend. Denise Work PFE Vice President called meeting to order at 6:40pm |  |
| Introduction of Officers | PFE Officer Team | * Jessica Warfield President
* Denise Work Vice President Kids: Brady-5th, Blake 3rd, Husband: Bob
* Michelle Dill Treasurer, Kids: Ali-5th, Husband: Jack
* Natalie Cummings Secretary, Kids: Aiden-5th, Victoria-9 months old, Husband: Jason
* Andrea Totten Support Coordinator, Kids: Rachel-2nd, Johnathan-K, Husband: James
 | Jessica will introduce herself at next meeting. |
| Bylaws | ~~Jessica~~  Denise | Major Changes include:* Article V Dues: Family memberships $20, Single Staff Member $5.
* Article VI Officers: New position added Support Coordinator
* Article X Fiscal Policies: The PFE Officer Team will set the budget for the academic year and seek final approval at the September meeting.  It is the responsibility of the PFE Officer Team to communicate budget amounts as appropriate to event chairs.  Additional funds may be requested for new and continuing events throughout the academic year.  Events may not exceed set budget maximums without the majority pre-approval of the PFE Officer Team.  PFE will reimburse up to and not exceeding approved budgeted dollar amounts.
 | Updated Bylaws will be posted on PFE link on Fort Calhoun Community School Website. |
| PFE Website* What is working, what is not
* Suggestions for improvement
 | ~~Jessica~~  Denise | Goal is to communicate more on both the Fort Calhoun Community School Website and PFE Facebook Page.  | Please like us on Facebook: https://www.facebook.com/pioneersforeducation/Check us out on the School website: https://www.fortcalhounschools.org/community-organizations/pioneers-for-education-pfe/ |
| Membership Drive* Update
* Comparison to last year
* Additional Efforts?
 | Natalie | 2018-2019 Memberships are down by 34% from the 2017-2018 school year. We will be sending out the Membership form in the Thursday folders again this week. The membership is a great way to support all the activities the PFE hosts. We would love you to volunteer your time, money or both! Being a member does not require you to attend meetings or volunteer.  | Please tell a friend to turn in their membership form today! |
| Corporate Sponsorship* Returning Sponsors
* New sponsorships
* Comparison to last year
* Additional efforts?
 | Natalie | Michelle Tjardes is the Chair for this event, and was not present to give update. We have not raised as much funds in 2018-2019 as we did for 2017-2018. PFE will try to reach out to more donors. | Will reach out again to Michelle Tjardes requesting the status of the banner, contact information of business requested, and 2018-2019 sponsors and their donation amount. |
| Thank You Program* Explanation
* Budget
* Feedback
 | Denise | We appreciate every single person that helps make the PFE successful! We will be sending thank you notes to all volunteers for their time and donations. | Chairs please notify your PFE event contact who helped you make your event successful so we can thank them! |
| PFE Calendar | ~~Jessica~~  Denise | 2018-2019 Event Calendar was available at meeting. This can also be viewed on the website and Facebook. |  |
| Upcoming Events* Walkathon – September 21
* Donuts with Dad – October 5
* Donuts with Mom – November 2
 | ~~Jessica~~  Denise Chair: Michelle TjardesChair needed for Donuts events | Come support your kiddos and walk with them at our Walk-A-Thon on 9/21!Donuts with Dad and Mornings with Mom will be coming up soon. Please look for more information in your Thursday Folder and send in your RSVPs! |  |
| Completed Events* Back to School Night
* Scooters Back to School
* Summer Bridge
 | DeniseChairs: Kelli ShanerDara Waters | A Huge Thank You to Chair Kelli Shaner for all her work making back to school a little nicer for our staff. The PFE provided a yummy drink from Scooters to all staff members district wide on the day prior to school starting. Kelli also hosted a reception in her home for the staff to take a break, get some snacks, and meet our President and Vice President. We love our Pioneer Staff!A huge Thank You to Chair Dara Waters for all her work keeping our kids learning over summer break! We had 51 kids that completed their books and were treated to bottomless ice cream, sprinkles, and whipped cream!  Thanks to all the volunteers to helped make these events so successful. | Summer Bridge: Look for orders forms in your Thursday Folders in the spring! No child will be denied a book due to inability to pay. |
| Event Chairs* Recognize all event chairs
* Request new chair for Original Works, Donuts, Fish Fry
* Discontinue events without volunteer chairs
* Explanation: Winter Baskets on Hiatus for 2018-19
 | ~~Jessica~~  Denise | Thanks to these ladies for helping the PFE make these events happen! We love our new Chairs!Original Works- Melanie BonacciMornings with Mom & Donuts with Dad- Courtney RaetherFish Fry Dessert Sales- Lesley AndersonThe winter basket raffle will not occur this year.  | We would like to try a new fundraiser if we don’t raise enough funds with our Corporate Sponsorship and Walk-A-Thon fundraisers. We are looking for ideas for items to raffle off. Suggestions at the meeting were large toy item like a bike, reserved front row seating at music programs. If you have ideas or want to chair this fundraiser let the PFE know! |
| School Assembly Event - Elementary* Examples from last year
* Suggestions for this year
 | Andrea, Denise | Past assemblies include: animal encounters, stunt show, magic show, street percussion, and more. We are looking for new ideas.Last year the PFE brought in an artist, and the students made two amazing art pieces to decorate the elementary school. We are looking for another similar art project idea. | Dr. Johnson and the PFE will reach out to staff for ideas. |
| Financial Report | Michelle Dill | Recent Expenses include:* Shed for the Preschool
* New water fountain with bottle filler
* Paper cutter for the paraprofessionals
* Thursday Folder Envelopes
* Scooters Coffee for Staff
* Back to School Night Reception
* Summer Bridge Ice Cream Party
 | Financial Report was available at the meeting. If you would like a copy please let Michelle Dill know. |
| Open Discussion | Board | Dr. Johnson shared with the group the plans for the community building, mental health education, Arbor Family counseling, and a full time School Resource Officer. We discussed our next big purchase now that the playground is installed. We are looking at an electronic sign for the elementary school similar to the one at the high school. Dr Johnson informed us the cost for the high school one was ~$22,000 including running power to it.No students applied for the PFE scholarship in 2017-2018 school year. Denise plans to look over and revamp the scholarship.  | Dr. Johnson will get us more information on the electronic sign.Denise will reach out to the guidance counselor Micki Hernandez the about possible changes to PFE scholarship.  |
| Meeting Adjourned  | ~~Jessica~~  Denise | Meeting was adjourned at 7:50pm |  |