

# VES PAC Minutes for Monday, September 12<sup>th</sup>, 2016

## 6:30 P.M. Office Conference Room

- I. Members Present - Jen Engfer, LaTelle Bailey, Angie Carstensen, Audra Bartell, Sara Richards, Kelly Wencl, Anna Olson, Shonna Keogh, Lori Schmidt, Renae Christenson, Dana Christenson
- II. PAC Purpose- Dana reviewed purpose of PAC and events supported
- III. PAC Meeting Days and Times- Will try meeting on Tuesdays at 6:30. Next meeting October 4 at 6:30.
- IV. Budget Items
  - a. Purchased a class set of chromebooks and \$100 per teacher (20) for classroom books
    - i. Teachers are purchasing books through Scholastic website
  - b. Kindergarten Requests for field trips: Country Blossom Farm and Alex Fire Station- Request approved.
- V. Activity Dates 2016-17
  - a. Fall Festival – Friday, October 28, 5:30-8:00
    - i. Later start time to accommodate for Compass
  - b. Bingo for Books – Friday, February 3, 5:30-8:30
    - i. Discussion of whether to continue Bingo for Books or look at another event or fundraiser. Decided to table discussion until after the Fall Festival.
  - c. November Staff Appreciation – Monday, November 21, 3:30 - Will provide a meal at conferences
  - d. March Staff Appreciation – Tuesday, March 7, 5:00 Will provide a meal at conferences
- VI. Job Delegations 2016-17
  - PAC Chairs – Angie Carstensen and Audra Bartell
  - Treasurer – Sara Richards
  - Secretary – Renae Christenson
  - Elden's Receipts – Jen Engfer
  - November Staff Dinner – Angie Carstensen and Shonna Keogh
  - February Staff Dinner – Jen Engfer and Shonna Keogh

- VII. Title 1 Targeted School 2016-17- [Dana shared information regarding Title 1 services.](#)
  
- VIII. Fall Festival Planning
  - a. Food
    - i. Dana C. organized last year and will contact Barb Larson
    - ii. Parent volunteers – One hour shifts. 4 volunteers per shift = 12
    - iii. Dana will contact Barb Larson
      - 1. Pizza – 46 sold last year- [Will order 50 pizzas this year.](#)
      - 2. Food Service worker 3:30-8:30 [@\\$15/hr.](#)
      - 3. Water Donation from Food Service – 10 cases – 11 sold last year
        - a. [Will purchase 2-3 cases to cover what is not donated](#)
      - 4. Bananas – 80 sold last year. [Will sell bananas again instead of cookies.](#)
      - 5. Cookies – [No](#)
      - 6. Food Service – plates and napkins
      - 7. \$150 for assorted: Little Debbies for cakewalk (ran out last year), lollipops, etc. Ran out of candy with an hour to go last year.
        - a. [Will not need lollipops this year as it was decided to discontinue the lollipop tree.](#)
        - b. [Shonna will put in a request for the Little Debbie snacks from Walmart or Target](#)
      - 8. Pricing: \$1 pizza slice, \$1 water, 50 cents for bananas
        - a. [Prices will remain the same as last year](#)
  - b. Silent Auction and Donations
    - i. [Audra, Shonna and Angie will coordinate silent auctions](#)
    - ii. Initial letters – [Dana and Mary Ronning will send out soon](#)
    - iii. Raffle items?
      - 1. [Shonna attempted to get Wild tickets as well as tickets for Nickelodeon Universe. She will not know until just before the event if items were received.](#)
      - 2. [Contacting airport about airplane ride raffle again. Discussed moving the ticket table for the raffle to a better location for more traffic. Will move table back by the silent auction items. \\$5 per raffle ticket.](#)
    - iv. [Winners of bids on Wall, Announcements, Thank you Picture, Basket Supervision - Will discuss these items at the next PAC meeting](#)
  - c. Games
    - i. Teacher Committee
      - 1. [Lori updated regarding teacher committee - new games were created to add to some of the existing games. Teacher group will make a new map for games in the gym.](#)

2. Shonna had idea for toilet seat and tootsie roll game that was successful at WES. Shonna and Audra will check for toilet seat and let Lori know.
3. Lori is meeting with teacher committee this week and will update on what is needed for games. Angie and Audra will check for 3-4 flamingos to borrow for a game. Some money may be needed for minnows and potentially flamingos and toilet seat if none found to donate or borrow.
4. Lori also shared that adult supervision would be needed at the climbing wall as well as at minnow races because of nature of activities. Minnow races will take place in the hallway between the cafeteria and cafeteria
  - ii. Student Volunteers: AAHS Honor Society Sara Koters AND VES 5<sup>th</sup> graders. Football playoffs may play into high school volunteers again.
  - iii. Wristbands – Dana will check in shed
  - iv. Face-painting – Nate Knick and high school students – Will move face painting into the cafeteria because of new gym floor.
  - v. Football Throw
  - vi. Candy – Classroom Contributions
  - vii. Non-Candy Items – Oriental Trading- Decided to have only candy instead of oriental trading non-candy items for prizes.
  - viii. Plastic bags for candy-Shonna will contact Target to see if they will donate plastic bags.
- d. Volunteer Coordination
  - i. Anna Olson, Lori Schmit and Angie Carstensen will organize volunteers.
  - ii. Send home letter in late September to line up volunteers sooner
  - iii. Determined that turning in paper forms would be used to find and schedule volunteers.
  - iv. Volunteers needed for clean up and assign to areas. Media Center - Last year some areas were missed so we need to ensure we check all areas.
  - v. Angie checking with person who coordinated volunteers last year to see if there is a spreadsheet to use to help with scheduling volunteers.
- e. Notes Home to Students
  - i. Dana C organized last year
- f. Time With Teachers - It is the year for time with teachers. It alternates with penny wars. Lori and Renae will organize with teacher committee. Will set up in the media center.
- g. Other
  - i. Work Orders. Dana will submit - Will discuss at the next meeting.

IX. Next PAC Meeting will be October 4 at 6:30.