

Early Light Academy
PEAK Monthly Meeting
August 12, 2021
5:30 PM – 6:30 PM

Meeting Minutes

Board Members in Attendance:

Megan Dorius – President
Karen Sewell – President Elect
Darci Cordero – Admin

Call to Order:

Megan Dorius called the meeting to order at 5:34 PM

Welcome:

Megan welcomed new volunteers present at the meeting, briefly explained PEAK's role at the school.

Introductions:

Megan introduced herself and asked Karen to introduce herself to the group. New volunteers present also introduced themselves.

Darci Cordero introduced herself as the Jr. High Principal and the administration's representative for this PEAK meeting.

Open Board Positions:

Megan announced the open board positions – secretary and treasurer, explained what the roles entail.

Megan opened the floor for nominations for Secretary. Jessica Sherer expressed interest in the role and was nominated by Megan Dorius. Karen Sewell seconded the nomination. With no objecting votes, Jessica Sherer was elected PEAK Secretary.

Megan opened the floor for nominations for Treasurer. Amanda McAvoy expressed interest in the role and was nominated by Megan Dorius. Karen Sewell seconded the nomination. With no objecting votes, Amanda McAvoy was elected PEAK Treasurer.

Open Committee Positions:

Megan announced the open coordinator positions available to be filled, explained that these are not board positions and therefore do not require a formal vote for appointment.

Megan and Karen explained the following coordinator roles:

- Spirit Wear Coordinator
- Volunteer Coordinator

- Hospitality Coordinator
- Fundraising Coordinator
- Communications Coordinator

Karen stated that the role of Room Parent Coordinator has been filled for the year by Kami Barbour-Vega who was unable to attend the meeting. Karen explained that Kami has already reached out to teachers to begin the work for that role for the year.

Megan asked if anyone would like to volunteer to fill the coordinator roles. The roles were filled as follows:

- Spirit Wear Coordinator – Laura Henrie
- Volunteer Coordinator – Jessica Sherer & Whittney Crockett
- Hospitality Coordinator – Leandra Houle & Kaila Osborn
- Fundraising Coordinator – Amanda McAvoy
- Communications coordinator – Diana Parker

Back to School Night:

Megan stated that spirit wear will be sold at Back-to-School Night which is scheduled for Monday August 16 from 5PM – 7 PM.

Darci Cordero asked where PEAK would like to set up for that, Megan and Karen stated PEAK will set up at the outdoor pavilion on the playground to sell spirit wear outdoors.

Karen stated that PEAK will also have a staff-sale hour from 4-5 PM to give the staff and teachers a chance to buy spirit wear before Back-to-School Night begins. Staff will also receive a 40% discount on spirit wear items.

Megan stated that PEAK will begin set up for spirit wear sales beginning at 3 PM on Monday and asked for volunteers present at the meeting to sign up for 30-minute shifts throughout the evening to help with set-up, sales, and take-down.

Dessert Bar:

Megan stated that PEAK typically provides a dessert bar for teachers on the first Friday back at school and stated that Hospitality typically organizes this for the teachers. Megan suggested the Hospitality Coordinators use Perfect Potluck or another online sign-up website to organize parent donations of desserts for the dessert bar.

Darci suggested setting up the desserts in each of the teacher workrooms throughout all of the school buildings in order to spread things out and because the Jr. High teacher workroom is still currently under construction to repair damage from the summer fire.

Darci suggested parents drop off their desserts anytime on Friday so that the dessert bar can be set up and ready to go by 1 PM on Friday August 20.

Leandra and Kaila will organize sign-ups for the dessert bar.

First Week Treats:

Megan suggested that Hospitality also organize snacks for teachers to eat throughout the first week back at school—suggested things like pretzels, chips, candy bars, popcorn, etc. Megan stated hospitality has a budget to cover the purchase of the snacks but that the Hospitality Coordinators can ask parents to donate to the Hospitality fund as well.

Jr. High Team

Karen asked Darci whether she has heard from any interested parents in the Jr. High who would be willing to act as the Jr. High Parent Team for the year. Darci stated that her main contacts last year were Natalie Stark and Kerstin Jones. Karen stated she will reach out to them to see if they are interested in heading up the Jr. High Parent Team again this year.

Next Meeting:

Megan and Karen discussed scheduling the next PEAK meeting. Karen stated that PEAK has typically held meetings at 7 PM on the third Thursday of each month. No one present objected to holding meetings at this time. Diana Parker stated that Thursdays are busy for her but anytime at 7 PM or later would work.

PEAK's next meeting is scheduled for September 16, 2021 at 7 PM at the school.

Treasurer Position:

Amanda McAvoy stated that she would no longer like to serve as Treasurer. This position will be filled at the next PEAK meeting.

Adjournment:

Megan adjourned the meeting at 6:28 PM

Minutes prepared by Karen Sewell on 08/12/2021