

FRIENDS OF STEM

# MINUTES 09.11.19

**11 September 2019 / 5:30 PM / Hawkeye's Restaurant & Bar**

## BOARD

Board Members: President – vacant position; Vice President – **Pauline Williams**; Treasurer – Lycrecia Parks;  
Secretary– **Jennifer McQueen**

Board Officers: **Susana Grzefich**, Raha Rassam, Rebecca Horrighs, Naressa Jones, **Nicole Ducar**

School Representatives: two vacant positions

Student Representatives: vacant position

\*bold present at meeting

## MEETING MINUTES

5:47

## CALL TO ORDER AND WELCOME

## MINUTES

- Review of minutes from FOS general meeting 6.12.19
- Review of minutes from Principal's meeting: 08.29.19
  - Went over proposed FOS calendar. Low turnout to Tears and Cheers (FOS spent \$92.00 for coffee and doughnuts). School dances for the year were discussed. The Friendship Dance (K-2) FOS sponsored, Winter Dance (3-5), and Spring Dance (6-8) were approved. Volunteers are needed to setup and clean up after the Harvest Festival. Dr. McManus would like FOS focus fundraising \$ to go to DELL desktop computers this year for the DELL Lab. FOS will announce the amount of money and number of SMART boards purchased last year for the school at wither the Harvest Festival, State of STEM, via email, and or social media.

## BOARD UPDATES

- Vice President's Report
  - Friends of STEM- Board of Directors Shuffle
  - President and Treasurer positions vacant. Motion to appoint Pauline Williams to President, Jessica Engelking as Vice President, and Nicole Ducar as Treasurer. Jenny McQueen will remain secretary. Jenny McQueen motioned to accept above appointees, and Nicole Ducar second motion.

- FOS 2019-2020 Calendar
  - Discussed 2019-2020 FOS Calendar with possible addition of an ART WALK towards the end of the year to display student art and to replace Parents Night Out fundraiser.

## COMMITTEE UPDATES

### Beautification Committee

- STEM Flower Power (Outdoor Flower/Garden)
  - No Update
- STEMBellishment (Indoor - Visual Improvements to Building)
  - Bathrooms (Student, Boys + Girls)
    - Project is in progress, Nicole Ducar is working with Dr. McManus to assess school needs. We discussed obtaining shelves to be purchased and used in storage room to hold FOS inventory.

### Marketing + Communications Committee

- FOS website, Instagram, and Facebook will be updated regarding Ice Cream Social, and Moms Craft Night.
- *Means of Communication*
  - *Examples of Monthly Newsletters were provided, we decide upon one format.*

### Events Committee

- Fundraising Events and Recap for August/September
  - Lollipop In
    - Friday August 31th, 2019
    - FOS has volunteers handing out FOS informational sheets.
  - Tears-n-Cheers
    - Tuesday September 4th, 2019
    - FOS purchased coffee and doughnuts for the event (\$92.00).
  - Ice Cream Social
    - Tuesday September 17th, 2019
    - 2:45-4:00 pm
    - STEM Magnet Academy-Fillmore Street (west)
  - *Mom's Crafting Night*
    - Friday September 20th, 2019
    - 6:00pm -10:00pm
    - Ducar Residence

#### Fundraising Events for September

- Mascot Challenge was discussed to come up with a Mascot for STEM with student involvement.

## NEW BUSINESS

- 2019/2020 FOS Goal-DELL desktops
- STEM/FOX Swag + Mascot-Top Notch will do spirit wear, one off.
- Organization and Storage Solutions-discussed purchasing a large shelf system to hold, keep FOS inventory organized.

-LSC meeting dates were provided. November 20th 2019, January 15th 2020, March 18th 2020, and May 13th 2020.

**ANNOUNCEMENTS, ADDITIONAL ITEMS, QUESTIONS/ANSWER Period**

-Reimbursements \_Fill out Expense Reimbursement Form from the FOS websiteALL

**Action Items/Deliverables for Next Meeting**

- 1-**Announce** amount of money raised by FOS during 2018-2019 school year (event, email, social media) to purchase SMART BOARD(S)
- 2-**Identify** FOS teacher representative for 2019-2020 school year
- 3-**Setup** Sign Up Genius for Mom's Craft Night on 9/20/19, and 10/18/19
- 4-**Send** out monthly FOS newsletter
- 5-**Volunteer** to be FOS presence at State of STEM with IPAD's to sign up parents for FOS communication
- 6-**Setup** Mascot Fundraiser meeting
- 7-**Design** STEM SWAG
- 8-**Initiate** READ-A THON program

**ADJOURNMENT**

7:33pm

Next Friends of STEM General Meeting

-Hawkeye's Restaurant & Bar, Wednesday October 9, 2019 from 5:30-6:30 pm