



MEETING MINUTES: **Chandler Christian School PTF – General Meeting**

Date: August 17, 2009

Time: 6:34pm-8:55pm

Location: Chandler Christian School chapel

Meeting Called to Order By: Melanie Dykstra, PTF President

Attendance: 55 parents/staff

Minutes: from July 17, 2009 board-meeting approved via email

Meeting called to order by Melanie Dykstra at 6:34pm

Introduction of pastor of Chandler 1st Church of the Nazarine, Pastor Bruce McCrite

- Opening prayer
- School history

Special “Thank you” by Melanie to Dilly’s Deli, our 2009-2010 restaurant sponsor

- 50% kickback to school on each restaurant night

Introductions of PTF Board by Melanie

- President – Melanie Dykstra
- Vice President – Tracie Munson
- Secretary – Trent Ainsworth
- Treasurer – Traci Gruenberger
- Committee Coordinators – Cheryl Wright Gonzales & Cheron Lange
- Communications Coordinator – Jackie Bui

Overview of PTF – Mission, Responsibilities, Goals & Objectives (presented by Melanie)

- **MISSION**
 - PTF is dedicated to serving the needs of the Chandler Christian School Family: Students, Parents, Teachers and Staff. We strive to benefit and support the school through family fellowship, outreach to the community and fundraisers.
 - Every parent of a child at CCS is a member of PTF. We encourage each family to “give back the gifts God gave them” (1 Peter 4:20)
- **RESPONSIBILITIES**
 - Conducts general meetings or board meetings monthly
 - Determine upcoming events and activities,
 - Discuss current concerns and distribute funds.
 - General meetings and Board meetings are utilized.
 - Recruit parents to fill volunteer roles to assist with special events, fundraisers, and school activities.
 - All PTF activities count toward the 12 volunteer hours as required.
- **GOALS & OBJECTIVES**
 - Fund 1-2 teacher wish list items
 - Purchase risers
 - Increase teacher PTF meeting participation
 - Partner with school board on operations fundraiser
 - Improve communication between PTF & Church

Meeting our Goals and Objectives (presented by Melanie)

- Funding wish lists and special projects
 - Entertainment Book sales to fund risers
 - Participate in restaurant nights
 - Top 3 attending teachers will receive classroom supply gift certificate
- PTF attendance incentives
 - Each PTF meeting will have a prize drawing to receive a free volunteer hour
 - Prize drawing for parents who complete at least 6 volunteer hours by December. 2nd drawing in May for parents who have completed 12 hours.
 - Prize for classroom teacher with most parents attending PTF mtg

Treasurer's Report (presented by Traci)

- Current Balance
- Budget approval
 - Motion made to approve and seconded.
 - Motion passed.
- Requests for Funds process
- Fundraising Efforts- What they Fund
- Passive Fundraisers = Teacher Appreciation
 - Grocery cards, Target Cards, Box Tops, Good Search, Subway Cards, Cell Phones, Frozen Fridays, Campbells Soup Labels, Shop for Schools
- Family Fellowship "Fun"draiser Nights= Teacher Training and Support
 - 1 restaurant night scheduled per month
- School Logo Sales= Specials (computer, library, music, and PE)
 - Christian t-shirts and Red Shirts
 - Backpacks
- Event & Sales Fundraisers = Special project-Risers
 - Entertainment books

Approval of Minutes (presented by Trent)

- June board meeting minutes approved via email
- Minutes will be posted in draft format on PTF website. Comments and corrections will be solicited via email, and the minutes will be updated accordingly.
- Minutes will not be read in full at the next meeting. PTF members should review the minutes beforehand on the website.
- Request for motions to approve the previous meetings minutes will be made.

Fundraising: What does it support? (presented by Melanie)

- Passive fundraisers = teacher appreciation
- Family Fellowship "Fun"draiser Nights = Teacher Enrichment & Support
- School Apparel = Specials
- Event & Sales = Special Projects
- PTF operating expenses & church tithe

Volunteering (led by Melanie)

- Recognition of Committee Chairs
 - Overviews of different committees presented by those leaders present
- Room Parent recognition
- Volunteer Database www.chandlerchristian.ptomanger.com used as main vehicle to inform and contact parents

- Encourage each parent to make a 12 Hour Power Pledge
- Log book

Dates to remember (presented by Melanie)

- Events
 - August 22 CCS Auction- "Let Your Light Shine"- 5:30p
 - September 21 Nifty Fifties Skateland party- Come skate to Christian Music!-5-8p
 - November 19 Adopt A Cop Event-Come meet the Chandler police officers you have been praying for and see cool vehicles!
 - December 4 "Evening of Believing" Christmas carnival, Holiday Boutique and Kids Shoppe -5:30p
 - January 27 Dessert with Dad night. Come enjoy dessert and a bedtime story with Dad! 6:00p
 - April 14 Polar Ice Skating party- Come show us your stuff! 6:30p
 - Spirit Days Every Wednesday! Show your school spirit by wearing a red CCS shirt or solid red shirt. Classroom prizes awarded!
 - Frozen Fridays One Friday each month enjoy a frozen treat!
 - Family Fellowship Night First restaurant night is scheduled for Dilly's Deli- Meet, Greet & Eat with your teacher either Aug. 25 or 27. (Mrs. Freibott and Mrs. Burd, Aug. 25; Mrs. Legg, Mrs. Malarkey, Mrs. Thomas, Ms. Ousley, Mrs. Kitchen, Mrs. VanCamp, Mrs. DeHaan, Mrs. Tague & Mrs. Richmond Aug. 27).
- General meeting dates: Childcare provided
 - Monday, September 28 7:00p School board forum
 - Monday, October 26 6:30p
 - Monday, November 30 6:30p -Cookie Exchange!
 - Monday, February 22 6:30p
 - Monday, April 26 6:30p- Officer nominations
 - Monday, May 17 6:30p - Officer elections

Other Business (presented by Melanie)

- Auction Update
- CCS PTF Website – www.chandlerchristianschool.org/PTF
- Have a Heart for Books (presented by Rachel DeHaan)

Administrator Update (presented by Ruth Zappe)

Meeting prize

Closing Prayer by Ruth Zappe

Meeting adjourned at 8:55pm

Minutes by Trent Ainsworth