

PROP Meeting Minutes 09-05-2013

In Attendance:

Prop Board:

Laura Hall- President-8th Grade Promotion

Tiffany Grass-Vice President- PRA Communication Chair

Donna King- Treasurer-Fundraising, 8th Grade Promotion

Becky Thompson- Secretary-Homeroom Parent Coordinator, Library Chair, Curriculum Chair

Committee Chairs:

Angie Bakewell- Staff Appreciation and Book Fair

Valerie Lerma- Library Chair

Kristi Kinney- High School Night, Honor Roll, Athletics

Nicole Reed- Curriculum Chair

Parents:

Jesus, Lerma, Andrea Bruno, Alice Brannock, Sondra Cevalin, Kartik Mody, Riyuta Mody, Thomas Touchet, Amber Touchet, Chrissy Scardino, Alison Coviello, Rashmi Shah, Angela Fishcer, Kelly Thompson, Srini Kondapalli, Sruivas Kandala, Siruisha Kandala, Lina Greenberg, Sarah Burden, Sivalsumar Radhaisnshanom, Lanette Stuart, Collette Lunceford, Yvonne Riff, Amy Kratz, Alisha Tillotspm. Dipam Phukam, Sapana Patel, Maxine Prasad, Mariana Lobodanescu

The Meeting was called to order by Laura Hall at 6:03 pm.

To start the meeting off everyone introduced themselves and said a little something about themselves.

To start business: Laura then started the discussion of our **ACTION ITEMS from the minutes of our last meeting.**

Curriculum: Nicole Reed is elected as head of this committee. Nicole Reed was nominated by Becky Thompson to be the new Curriculum Chair, Donna King seconded the nomination and then Laura Hall did also. Nicole is aware of the new position responsibilities and is happy to be Curriculum Chair.

Homeroom Parent Information: Becky Thompson updated the group about Homeroom Parent Information and will be having a meeting in the Multi-Purpose room this year on September 10, 2013 with the new homeroom parents. She will explain the responsibilities to the homeroom parents and answer any questions.

Action Item: Becky will discuss the above at the meeting with the Homeroom Parents and will let teachers also know who are there specific parents post meeting.

8th Grade Promotion Fundraising Event: Peter Piper Pizza on September 26, 2013 from 4-8 pm. was discussed. All proceeds earned from this event will go towards costs for 8th grade events.

Action Item: Flyers will be sent home to parents regarding this.

Donna proposed that parents be able to bring their parent idea badges instead of having to bring the flyer when coming in.

Action Item: Angie Bakewell will touch base with Peter Piper and ask them.

501(c) 3: Laura Hall informed the group that we have a parent that is willing to help get this filed for us. A parent by the name of Sandra Cevalin could also possibly provide assistance with this. Laura has her contact information.

Action Item: Laura Hall will update us at the next meeting

Laura Hall then proceeded to get updates on all the different events we have planned so far and updates from each committee head.

Updates:

T-Shirts: Kristi Kinney gave a T-Shirt update. If parents ordered a T-shirt for their child (ren) then they should be out to them. If a T-Shirt was ordered after the 20th of August then by the end of next week they should arrive.

High School Night: Kristi Kinney gave an update on High School Night. High School Night will be November 14th. 7th and 8th graders are welcome to talk to reps from local high schools and ask any questions they may have.

School Dances: Kristi Kinney updated us on the school dances for the year. The first dance will be Friday, December 6th, 2013. Parents are welcome and all rules are enforced. We need to get volunteers to be chaperones or to help with anything else. If interested, parents can contact Kristi. The dances are for 6th-8th graders and flyers will be sent home once it is closer requesting permission for each student to attend. A small charge will also be necessary but it will be minimal. Kristi will update us as needed.

Athletics: Kristi Kinney also provided updates regarding Athletics. After talking with Coach Mitchelson about a possible, "Turkey Trot," it's been decided we will not be having one this year.

Field day will be happening and we will need volunteers when it is closer. Parents on the parent form that selected athletics will be contacted by Kristi when needed.

Painted Rock has a few different teams. This year there is a flag football team, girls' volleyball team, and cheer. Girls' volleyball and flag football are in desperate need for jerseys. Right now both teams are using the basketball teams from last year. Any donations of funds for this can be used as a tax credit and any purchase is considered dollar for dollar. Please contact Kristi Kinney if anyone can or wants to help.

Honor Roll Rewards: Last year students were given certificates. The idea was brought by Donna King and a few different parents to give the children receiving honor roll a special item. The ideas were as follows: a ticket for ice cream sandwiches (at lunch), a front of the line pass when the children are in the cafeteria or possibly give out and use Peter Piper coupons. A parent brought up the fact that many have allergies and to consider this when making our decision. A possible event of some kind for the honor roll students besides just the award ceremony was discussed. No ideas were brought up but we possibly want this done.

Action Item: Donna will update us at the next meeting regarding Peter Piper, and touch base with Mrs. Szostak regarding the number of children receiving the awards. Kristi and Donna will reach each other regarding the above and an update will be provided at the next meeting.

Library Committee: Valerie Lerma and Becky Thompson updated the group on the library committee tasks. All books that we have now are out to parents and being read. Amber Touchet volunteered to be added to this committee. Both Valerie and Becky requested more books being added to the library and the reading lists for the classroom. We as a group would need to purchase these books or check them out at a library so they can be read. Anyone who has suggestions for books regarding reading lists or the library need to contact Valerie Lerma or Becky Thompson.

Action Item: Becky will email Amber with needed information.

Fall Festival: Our fall festival will be November 7, 2013 from 5-8 p.m. We need to get volunteers, a committee head and plan events that we will have at the festival this year. Laura Hall suggested we sell kettle corn at the festival. She has a contact. Donna King asked if he would be willing to donate any proceeds. We discussed what booths / set-ups we had last year and what worked. We would like to do some sort of project to put on the wall, but make it able to stick better. We would like to have 8th graders do face painting; sell T-shirts, and some crafts. More ideas are needed. Nicole Reed suggested that each grade perform something or have a booth/table and have parents of said grade volunteer to help. This will be brought up at the homeroom parent meeting. A few parents suggested that we do the fall festival outside, but we are unable to do this. Melissa Long asked about what funds we have to go towards fall festival and Laura Hall explained right now our 501(c)3 is a big expense and we need to take care of this first. We need donations for Fall Festival. A volunteer list was passed around.

Action Item: Laura will email her contact and ask if proceeds can go to the school.

Action Item: Becky will discuss getting parents to volunteer for certain things regarding fall festival by grade at her homeroom parent meeting to see what the thoughts are. Each classroom can get volunteers then report to committee head for further instructions. The committee head and Becky need to be in contact post September 10th to discuss the homeroom parents' information regarding who would like to volunteer or help if we are doing each grade having a booth/table or responsibility.

Action Item: Need a committee head.

Book Fair: The book fair dates are November 4th-8th. The theme for it this year is Egyptian. Before and after school it is open. 7:30-3:45 are the hours. Parents are welcome to come during the day on a lunch break. On November 7th the book fair will be open later due to fall festival. Angie Bakewell discussed some of the numbers on the sales last year. All proceeds will go towards books/curriculum and the needs of the library. Angie Bakewell also let everyone know that the library needs donations of books and other items. Please speak with Mrs. Tenold for specifics. Angie Bakewell also sent a volunteer list around to help before and after school, and during fall festival.

Staff Appreciation/Luncheons: Angie Bakewell is hoping to expand what PROP does for the teachers this year in regards to showing our appreciation. The possibilities of having a staff breakfast, lunch, and dinner were discussed. Angie Bakewell is hoping to do the first appreciation event during the first set of conference this year, October 17 and 18th. Angie will email the volunteers to help set up the event, serve food, etc.

Action Item: Angie will contact the teachers to see when they would like to have the event.

Fundraising: Donna King presented to PROP a new coupon book that we could use for fundraising to help purchase a marquee for the school. The book has been approved by Mrs. Szostak. The discussion of when the coupons expire transpired and the dates are December of 2014. Following this a few parents stated that the coupons in this book could not be used in Northwest Phoenix. Donna King said that she has not had many problems with the book. The costs of this book and the profits PROP receives from it were compared to those of the Entertainment coupon book. The new coupon book costs \$20.00 and we receive \$10.00 profit from this. The Entertainment coupon book costs more and we get less of a profit. As a group we decided to use the new Save Around coupon book.

A parent brought up the idea of getting a barcode from Fry's Grocery Stores. Laura let them know that because we do not have our 501(C)3 we cannot do this. Another parent brought up liking Target on Facebook and then doing this and getting 25 others to like it also can earn Painted Rock \$1.00. This will go to teachers and their classroom needs.

Action Item: Donna needs to establish dates of when we can plan to do the coupon book.

Action Item: Possibly letting parents know about the Target event school wide so we can earn more for teachers. A posting in the school newsletter?

Food Drive: Our official food drive dates are October 21-25 with St. Mary's Food Bank. We will piggy back our McTeacher night within this week, either October 22 or October 24th.

Action Items: Laura Hall will give Donna King her contact information for the person she spoke with at St. Mary's Food Bank.

Action Item: Donna will call McDonalds to get a date.

Barnes and Noble: Donna King and Valerie Lerma and coordinating this event. Donna is waiting for Barnes and Noble to return her call to confirm everything. Once the event happens, Barnes and Noble will provide everything needed to wrap gifts; we would need to bring a sign and wrap the Nook or any Nook items in special wrapping paper. An update will be provided next meeting.

Action Item: Donna will speak with Barnes and Noble and update us.

Uniform Resale: Tiffany Grass informed the group that we have a large uniform resale team, if anyone else wants to help please contact Tiffany and she can give you information.

Action Item: Identify the Head of the Committee

Board Meeting: Laura Hall attended the board meeting on August 25th. At the meeting she presented our calendar so far and talked a bit about our plans. The board was impressed with what we have accomplished so far.

New Business:

Lockdown Comfort Kits: Laura Hall asked the group for someone to organize this and head the committee. Sandra Cevelin volunteered to do so. She will update us at the next meeting.

Tracking Volunteer Hours: Laura Hall asked the group for someone to keep track and organize the volunteer hours of the parents this year. Andrea Bruno volunteered for this and is now going to keep track of this for us. Online submissions will be emailed to her. She is also responsible to pick up any forms from the PROP Box.

Accounting: Our organization needs help finding an accountant or asking someone to help us with this so we can establish ourselves as a legitimate charity organization. Sandra Cevelin offered to provide some assistance with this.

Action Item: Donna or Laura touch base with Sandra regarding any help needed; establish a ledger for last year and this year so far. Figure out if we need to hire an outside firm to review our books (per bylaws) or if someone else can help us.

Prop Room: Becky Thompson asked what the group thought about sending out a flyer to all the parents to let them know about the PROP room and ask for some donations. Parents thought it was a good idea to re-introduce the parent room. Post getting a file cabinet we can discuss this.

Action Item: Becky Thompson will email questions and ideas to Tiffany to discuss at the bi-weekly meeting with Mrs. Szostak.

Prop Page Online: Becky Thompson gave an update about speaking with Sherry Shumaker. Becky will send minutes of the meetings, the agenda for the next meetings, and any updates of committee heads to Sherry. Sherry asked Becky if we could get pictures put onto the PROP page, Becky presented this to the group and everyone liked the idea. Sherry will be able to put photos up of anyone who checked the photo release option. Once we have photos Becky can submit them or someone on the PROP committee can.

Action Item: Tiffany Grass needs to email the parents who volunteered for Art/Photography to see if we can arrange someone to take photos at each one of our events.

Action Item: Figure out who the pictures will be sent too once they are taken.

Next Meeting Dates:

Thursday, October 3rd at 6pm in the Parent Room (by preschool rooms)

Tuesday, November 12th at 6pm in the Parent Room (by preschool rooms)