



Painted Rock Academy's Organization of Parents (P.R.O.P.)

Monthly Meeting Minutes September 1, 2016

In Attendance:

Executive Governing Council:

Alison Coviello – President

Liz Fuge - Treasurer

Committee Chairpersons:

Sophie Maggiore – Volunteer Communications

Jana Nielsen – Staff Appreciation

Michele McCue – School Support

Heather Ramon – Student Recognition

Sammie Lyons – Hawk Pride

Shari Boone – Major Fundraising

Victoria Bogat – Library

Pat O'Neil – 7th/8th Grade

Elizabeth Goings – Special Events

Members:

Angie Sanich, Bri Bojang, Viola Burt, Elizabeth Brown, Gaim Al-Mawsawi (G.G.), Tracy Gillespie, Sital Dhruva, Rebekah Benz, Nicole Adams Doyle, Sarah Spina, Dalia Santana, Kendra Mathewson, Harold Rammath, Stephanie Armentrout

Administration:

Mr. Bauer

The meeting was called to order at 8:15a.m. by Alison Coviello. All commenced in the Pledge of Allegiance

Guest Comments: None

Administration Report:

There are openings for additional children in each grade.

President's Report: Alison Coviello

Alison welcomed and thanked everyone for making time to attend the PROP meeting. She explained that we now hold our meetings in the morning instead of the evening because more committee members and officers are able attend. Alison informed the group that the Vice President and Secretary roles are open. The next Reid Board meeting is September 22, 2016

Treasurer's Report: Liz Fuge

Liz explained that the amount of money PROP spent on the new Spirit Day T-shirt, has already been earned back with sales. Liz also explained we have a new accountant doing the taxes this year which will be filed by December 15, 2016. Also, if cash money is needed for an event, then a Withdrawal Form needs to be filled out so enough change can be attained before the event. This form can be found on top of the chairperson cubbies. It requires two signatures, just like PROP's checks, so there is a checks & balance system for withdrawing money like we have when we write a check. Liz also mentioned that she is looking for a volunteer who is interested in learning the Treasurer role and assisting her this year. She reminded the group that she will not be continuing in the Treasurer role next school year.

Secretary's Report: Vacant

A motion to approve the meeting minutes from the July meeting was made by Michele McCue and a second motion was made by Jana Nielsen, all were in favor and the July meeting minutes were approved as written.

The following updates were given by committee chairs:

Library: Victoria Bogat / Heather Ramon

Library volunteers needed for Fall Book Fair which runs from Nov.1st – November 4th before and after school plus during the Fall Festival on Thursday, Nov. 3rd.

Also the committee would like parents to look at the approved book list and see if they have any copies of books that are on it which their child has outgrown. If so, they are asking that the books be donated to the

library. This will be in lieu of a formal book drive this year. If a parent would like to see a book on the approved book list, please bring it to their attention.

8th Grade Activities: Pat O'Neil

Pat is considering holding a Car Wash as a fundraiser.

Special Events: Elizabeth Goings / Jana Nielsen

Fall Festival details include having a food truck or providing dinner food for attendees. Cotton candy and kettle corn will also be sold. A flyer needs to be made as well as signage.

Basic games will be used that we already own with an "Under the Sea" theme to go with the Book Fair Bookaneer theme.

Jana mentioned they are trying to build the committee with more volunteers. We are looking for someone especially to lead the Basket Drawing for Spring Fling,

Major Fundraising: Shari Boone

Pep Rally is September 23. Fun Run October 7.

Need Volunteers. A Sign up Genius link will be created. Michele McCue and Jana Nielsen will help with prize distribution.

Volunteer Communication: Sophie Maggiore

Sophie, our new chairperson for the Volunteer Communication Committee, will create a volunteer sign-up through Sign-up Genius for any programs or events where it is needed. Help is needed for used uniform sales, spirit t-shirt sales, for 30 minute slots at Fall Festival. Communication from the chairperson to parents interested in volunteering should go out as soon as chairs receive their lists. Angie Sanich would like to set up a user friendly area in the PROP room where volunteers can pick up tasks to work on in the PROP room like collating flyers.

Athletics: Open

Turkey Trot Monday and Tuesday morning before Thanksgiving. Rebekah Benz has said she will organize this.

Need team parents to take care of water, etc.

Classroom Communication: Jana Nielsen

Jana mentioned that many of the teachers still have not turned in homeroom parent volunteer information. The first homeroom parent duty is to make the banner for Turkey Trot.

Staff Appreciation: Jana Nielsen

Staff lunch is October 20th. It will have an autumn theme with the food consisting of soup, chili, and sandwiches. Sara Spina would like to sign up for chili.

Student Recognition: Heather Ramon

A monthly volunteer or two is needed for Caught Being Good from 10:30 – 1:00. Caught Being Good occurs on Spirit Day. Honor Roll Ice Cream will occur on October 28th. Students that make honor roll also are invited to attend ceremony at end of school year. There are three levels of Honor Roll: Teachers, Principal, and Board of Directors.

School Support: Michele McCue

Help is still needed for school tours and the Emergency Lock Down Kits.

Needs for kits are AAA batteries, Ritz Crackers, Water and lollipops.

Hawk Pride: Sammie Lyons

Michele McCue needs PROPsicle volunteers from 10:30 – 1:00 on Spirit Day this month and ongoing.

Commission Based Fundraising: Open

Peter Piper Pizza Family Fun Night is Sept. 9th at location on 3rd Street and Bell Rd. Alison needs volunteers to sign up to help at the welcome table for 20 minute shifts from 5:00 – 7:30 P.M. It was also noted that for Commission Based Fundraising, the Family Fun nights are basically scheduled, although someone needs to schedule a Family Fun Night for January 26th, 2017. We are looking at Chipotle because we keep 50% of the proceeds.

Alison also mentioned the various programs we participate in that helps raise money for PROP. Those mentioned include: Fry's Community Rewards, Escrip, Box Tops, Amazon Smiles, American Express employee donation matching program, and Office Max Back to School Rewards.

Amendment

Meeting was adjourned at 9:30 a.m. by Alison Coviello.