

# Painted Rock Organization of Parents

## Monthly Meeting – November, 2013

Date: November 12, 2013

Location: PROP Room, Painted Rock Academy

Meeting called to order at: 6:31 pm

Attended by: Laura Hall (President), Tiffany Grass (Vice President), Sondra Cevalin (Treasurer), Nicole Reed, Maxine Prasad, Andrea Bruno, Kristi Kinney, Jesus Lerma, Valerie Lerma

Absent: Melissa Borboa (Secretary)

News from President: Form from bank needs to be signed by the Secretary, who is not present at this meeting. She will send it to her and ask her to sign it and send it back.

One check bounced from Book Fair, out of the many, many that were received. Check was for \$20. Individuals responsible will be/have been contacted and informed that there is a \$10 service fee, along with the \$20 that they owe.

Coupon book sales will close tomorrow, 11/13. Looks like we took in approximately \$7,000 from this venture – will know exact figure soon. PROP should receive half that.

Committee believes that we need a fundraiser for the month of December, even if it's a small event. Discussed the possibility of a Chik-fil-a event – possibly over 2 days, given the small restaurant and the large turnout at this type of event (Pre-k through 3; 4-8). Consensus was to hold this event until after return from winter break, but we definitely want to pursue it. Discussion of the Barnes and Noble gift-wrapping event at the Metro-Center location. Decided that this event was best given to the 8<sup>th</sup> graders (coordination, staffing, etc.) and that all proceeds from the collection of monies at this event would go to 8<sup>th</sup> grade promotion and events.

Discussion of the need for a new home room coordinator and co-chair for the library committee. Someone needs to contact the current home room coordinator/co-chair and find out what's going on.

Kristi Kinney told Laura Hall that she should contact Claudia Marshall regarding 8<sup>th</sup> grade promotion/contact the 8<sup>th</sup> grade parents to coordinate some of the items related to 8<sup>th</sup> grade promotion.

There was a discussion with Kristi related to having a meeting with the 8<sup>th</sup> grade parents to inform them of what to expect. Invite them to a meeting BEFORE school lets out for winter break. She thought the 2<sup>nd</sup> week of December might be a good time. Then have another meeting in early January and invite them back to solicit their ideas that they may have come up with during the interim.

Kristi Kinney had an agenda of items to discuss.

Shirts – she needs to order more shirts. She was informed that Jesus was approached by a parent at the Fall Festival offering to make our shirts for less than what we are getting them for; thereby ensuring our profit. Jesus will get the contact info to her.

Kristi needs approximately \$100 to order 24 more shirts in varying sizes. Sondra asked if an invoice could/would be sent. Kristi said yes. Sondra gave Kristi a requisition form to fill out for the money.

Discussion of the tote bags that Kristi had brought to the Board's attention at another meeting. Possible sale of tote bags with school logo for \$15 or gifting bags to teachers for teacher appreciation week. She is still looking into this, as the vendor is still looking into this.

Window clings – still looking into this. She will get back to us.

Winter Dance – Set for December 6<sup>th</sup>. Need a time. Tiffany will check with Ms. McMillan and report back to the Board via e-mail. Charge \$3, just like in the past. Dance is for 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> graders. Need a music list and parental help.

Discussion about putting music on thumb drive. Jesus and Laura had a discussion about this. Laura is going to get a thumbdrive for PROP for dance music – which we will have approved by the administration.

Student Council has a number of items going on:

- February dance
- Sale of chocolate
- Pennies for patients
- Spring fling involvement (they would like to be involved, please contact at the appropriate time)
- Candy sales at games – they would like to sell candy at the games; however Coach would like to sell candy at the games to raise money for the teams.
- Toys for Tots – starts the 18<sup>th</sup>.

High School Night – 2 schools were invited that had to be uninvited due to the schools having K-8 as well as High Schools attached. These schools had expressed enthusiasm for coming, however administration did not want them attending. The schools were so informed. There was a discussion about what schools were invited and those that chose to come and those that did not as well as what schools we might try asking next time. There was a brief discussion about where our student body resides.

Sondra, the treasurer needed to make a report so she could leave. She passed around a rough draft of a budget; one we need to submit with the 501(c)3 paperwork. Also the ledger was passed around. There was discussion of the actual amount of the final total of book fair sales - \$5,678.62 versus the amount the treasurer had. That supposed discrepancy was easily cleared up. All Treasurer forms are in the PROP room. Please plan ahead if you need money for an event. No cash will be disbursed from the account - only a check (i.e. no cash withdrawals made from the account to ensure accountability).

Kristi asked if they spend \$50 on the high school night for refreshments, might they be reimbursed for that money. A quick vote was taken and agreed.

Honor Roll treats and Spirit Day – agreed on popsicles and ice cream sandwiches as well as 4 random items for those who might be allergic. Discussion of a freezer chest ensued.

Choir Concert – set for Dec 3<sup>rd</sup> – 6pm-8pm (or thereabouts) at St. Paul’s Church. Kristi needs some help with hot chocolate. Jesus agreed to help. Mr. Raetz is seeking donations from local grocery stores; Tiffany offered advice on how to do that, whom to speak with. Kristi laid out the plan for the evening, per Mr. Raetz. There was a discussion on the hot cocoa – packets vs. cans – and Kristi solicited donations if Mr. Raetz is unable to acquire donations. Valerie requested an e-mail from Kristi once Mr. Raetz either succeeds or fails.

The Reid Board meeting has been moved to Dec 4<sup>th</sup>. PROP is extremely busy that week. As a group we decided that we would not attend that month’s board meeting, opting to send a note of our activities instead.

Discussion circled back to fundraising for December. No decision was made the first time around. Nicole will be contacting Peter Piper Pizza at 3<sup>rd</sup> St. & Bell to see if we can set up a fundraiser night with them for the week of Dec 9-13<sup>th</sup>. We will have a bowling event in January or February. Chik-fil-a will also be scheduled for the spring.

Discussion of the 501(c)3 – possibility that we may be filing late. Discussion of the possibility of hiring an attorney or seeking out an attorney to help us pro bono, with the paperwork should it be rejected.

Meeting adjourned at 8:41 pm