



Painted Rock Academy's Organization of Parents (P.R.O.P)
Monthly Meeting Minutes November 5th, 2015

In Attendance:

Executive Governing Council:

Alison Coviello- President

Jennifer Steere- Vice President

Bri Bojang-Secretary

Liz Fuge-Treasurer

Committee Chairpersons:

Kristi Kinney - Athletics, 8th Grade

Angie Sanich – Volunteer Communication

Sammie Lyons-Hawk Pride

Jana Nielson- Staff Appreciation

Michele McCue-School Support Program

Amber Murtagh-Major Fundraising

Krystal Tobin- Library Committee

Members:

Elizabeth Goings, Shari Boone, Lyssa Walter, Cher Downs, Nancy Grago, Sarah Hammadi,
Angeles Galinda

Administration:

Mr. Bauer

The meeting was called to order at 8:17 a.m. by Alison Coviello. All commenced in the pledge of allegiance.

President Report: Alison Coviello

Alison opened with talking about the large fund allocation. The discussion was tabled until the December meeting to allow administration to review the sample text book CD.

Alison also spoke about her new office hours where she will be available to anyone who would like to set up a meeting with her. Her office hour days are every Wednesday from 7:45 am-10:30 am.

Alison mentioned that the keys in the black box needs to be returned to front desk when the person is finished using them. Also the drawers and cabinets need to remain locked when not in use.

The awning for the playground is being installed in the next week or so. They will start measuring for the laying of the cement for the poles next week. PROP will be adding a plaque to the awning for recognition.

The next Reid Board Meeting is on December 3rd and all are welcome to attend.

Vice President's Report: Jennifer Steere

Jennifer talked about the importance of business solicitations. She said it is better to get started now for Spring Fling to get more donations. If you have business connections, please connect with them to see if they are willing to donate anything. Written letters and emails are the best way to solicit businesses. PROP has a letter template to use.

Secretary Report: Bri Bojang

A motion to approve the meeting minutes for October was made by Kristi Kinney and a second motion was made by Cher Downs. All were in favor of approving the October Meeting Minutes as written.

Bri then reminded all chairpersons that any information they would like added to the December PROP newsletter needs to be sent to her by Thursday November 12th. Also, if there is any topic they would like on the next month's agenda to contact her by that date as well.

Treasurer's Report: Liz Fuge

Liz Fuge was present but dealing with Book Fair money so Alison Coviello mentioned that if anyone would like an updated version of their committee's budget to contact Liz later in the week for that information.

The following updates were given by Committee Heads:

Major Fundraising- Amber Murtagh

Amber started by talking about the Cookie Dough fundraiser. We raised \$11,000-\$12,000 from the fundraiser and 40% goes to PROP, 60% goes back to Mrs. Fields Cookie Dough people. This is similar to most product fundraisers. Next year, if we do sell cookie dough again, there are a few changes we would make such as giving the older grades selling incentives and communicating to parents the importance of keeping the cookie dough frozen. We do have the option of choosing a different vendor next year to choose a product with cheaper cookie dough prices.

Special Events - Kristi Kinney

Kristi Kinney started by talking about Fall Festival. There will be 4 game booths, a craft, Thankful tree, Seed planting, balloon twisting, a cake walk, kettle corn, and Jamba Juice. There will be no face painting or entertainment this year. There will be a raffle to win a Cardinals shirt, poster, and hat. Kristi said they have volunteers for Fall Festival and are expecting a low key night. Next year she would like to move Fall Festival to a Friday instead of a Thursday.

Action Item: Alison send out an email reminding parents and students to attend the Fall Festival tonight.

Athletics – Rebekah Benz

Rebekah started by talking about Turkey Trot on November 23rd and 24th. They are ordering participation ribbons. There is a need for volunteers for both days. Alison mentioned for Rebekah to speak with Ms. McMillan about Turkey Trot to see what she needs for both days.

Cher Downs mentioned that she got paint for the hop scotch and 4 square. They are just working with Mr. Bauer to find a good date to paint it outside.

8th Grade - Cher Downs

Cher spoke about the car wash doing well and raising \$214.

Lyssa Walter who is in charge of the 8th grade shirts showed the group the 2 designs that have been submitted by students. Those designs may not be approved by administration so Lyssa was directed to speak with Mr. Bauer to get more direction on what is appropriate for the shirts. Once administration approves a few designs, then the 8th grade class can vote on the shirt design they like best.

Kristi Kinney mentioned that there is a need for people to help hang decorations, chaperone, and clean up after the Winter Dance.

Library Committee – Krystal Tobin

Krystal started by talking about how well the Book Fair is doing. There has been a good group of volunteers helping out. She mentioned that the Book Fair will be open during Fall Festival.

Volunteer Communication- Angie Sanich

Angie started by talking about the volunteer holiday party which will be on Wednesday December 9th from 8 am-10 am. This will be a pot luck party but the pot luck theme has not been decided yet. Angie asked the group if she thought we should advertise the party to the whole school which the group agreed to advertise the party at meetings and that is all.

The November volunteer email will be going out later this week. There is a need for volunteers for Turkey Trot and for the Food Drive. Also, there is a need for volunteers to fill in for Heather Ramon's Caught Being Good prizes in December.

Classroom Communication - Shelby Echols (not present)

Alison filled in for Shelby and just mentioned that she is still trying to get each classroom a homeroom parent. Shelby is also working on communicating with parents to get every teacher connected with their home room parents.

Staff Appreciation - Jana Nielson

Jana Nielson spoke about Staff Lunch going very well. She said there was a lot of food and everyone showed up to help out.

Student Recognition - Heather Ramon (not present)

Alison filled in for Heather and just mentioned that Heather needs volunteers to help fill in for Caught Being Good on December 4th to hand out prizes in her absence.

School Support - Michele McCue

Michele McCue started by talking about how well PROPsicles is doing. There is a steady group of volunteers.

Picture Retake day is November 19th and there is a need for volunteers that day.

Commission Based Fundraising - Julia Mui (not present)

Alison filled in for Julia and mentioned that a new flyer will go out every month highlighting a different commission based fundraiser. This month the flyer is highlighting Fry's reward points. The following month it will be Ink Cartridge & electronics recycling fundraising.

Action Item: Alison will advertise Amazon Smiles program in the December newsletter.

Hawk Pride – Sammie Lyons

Sammie Lyons started by talking about the Food Drive for MOM's Pantry on November 16th-20th. The collection bins will be dropped off on November 16th. They are collecting nonperishable not individually wrapped food. There is a need for volunteers to help out every day that week.

Sammie also said that they have ordered new Spirit Day shirts in the smaller sizes. There will be no Spirit Shirt sales tomorrow on Spirit Day but they will be sold at Fall Festival.

Public Comments:

The next meeting is on Thursday December 3rd, 2015 at 8:15 a.m.

Meeting was adjourned at 9:15 a.m. by Alison Coviello.

Respectfully submitted,

Bri Bojang

Painted Rock Organization of Parents

Secretary