



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

Monthly Meeting Minutes January 12, 2017

In Attendance:

Executive Governing Council:

Alison Coviello – President

Liz Fuge – Treasurer

Viola Burt - Secretary

Committee Chairpersons:

Sophie Maggiore – Volunteer Communications

Michele McCue – School Support

Sammie Lyons – Hawk Pride

Shari Boone – Major Fundraising

Elizabeth Goings – Special Events

Lyssa Walter - Commission Based Fundraising

Members:

Elizabeth Brown, Michele Harvey, Sade Johnson, Kenda Mathewson, Christina Auker-Smith

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:

Mr. Bauer thanked the PROP group for all it does.

President's Report: Alison Coviello

Alison welcomed and thanked everyone for making time to attend the PROP meeting. Next Reid meeting 1/26/2017. She mentioned that in 4 months, she and Liz Fuge would need replacements. We possibly have PROP without a President but we are unable to go without a Treasurer. A letter needs to go out to the parents letting them know that we are looking to fill these positions for the upcoming school year. We also need to know if the current committee member will stay in their current roles, if they still have a year left to their commitment, or if they are interested in running for it again for the upcoming school year. The Vice President position is also open.

Treasurer's Report: Liz Fuge

Liz is working with the accountant on our yearly audit as stated in our bylaws. We have recently had system issue where some files was deleted and need to be re-entered. This has delayed getting out an updated budget. There is 31k in the bank currently.

Secretary Report:

A motion to approve the meeting minutes from the December meeting was made by Liz Fuge and Shari Boone made a second motion. All were in favor and the December meeting minutes were approved as written.

The following updates were given by committee chairs:

Library: Victoria Bogat / Heather Ramon

Read in Event will be a one day event on 4/18/2017. Alison needs help managing this event. The Spring Book Fair will take place the second week of May and they will be looking for volunteers for that Tuesday – Friday.

7th & 8th Grade Activities: Pat O'Neil

Pat was not at the meeting so Alison shared information about the upcoming Car Wash fundraisers. The first car wash is on 2/11/2017 and the second is on 4/8/2017.

Special Events: Elizabeth Goings / Jana Nielsen

Spring Fling 3/4/2017 from 11:00 A.M. – 2:00 P.M. Jana mentioned, they are looking for a company for bounce houses (3 small and 2 larges) and \$1500 is the budget. The theme of this year's event is Carnival. The basket-drawing booth will once again be inside the cafeteria. We have received several donations so

far and Chris Auker-Smith is leading the business solicitation task. We are trying to identify one or two people to lead the communication effort for the grade baskets for the basket drawing.

Major Fundraising: Shari Boone

Cookie Dough Fundraiser is February 6 -17. Orders and money are due on Feb. 17. The pick-up date is Wednesday, April 5. We will need help with the handing out of the cookie dough orders. Shari is looking for someone to help with the Harkins Summer Movie Program. Alison will speak to Mr. Bauer to see if he is ok with us once again holding this small fundraiser. PROP views it less as a fundraiser and more of a service to the families since so many people attend the summer movie program and expressed disappointment that we did not sell the tickets last year. Michelle is willing to help but not to lead the program. Our Chipotle Family Fun Night is on 1/26/2016 at the Bell Rd. and 7th Street location.

Volunteer Communication: Sophie Maggiore

All the blue volunteer information forms were uploaded to the volunteer database. There are new committee volunteer lists to be printed and will be passed out shortly. Sophie checks the volunteerprop@gmail.com email account every day. Sophie requested that the committee chairpersons to reach out to the people on their list(s) for volunteer help.

Athletics: Open

PROP has purchased some balls for recess from the Labels for Education catalog.

Classroom Communication: Jana Nielsen

No report.

Staff Appreciation: Jana Nielsen

Janna was unable to be at the meeting. Alison mentioned PROP received a \$68 gift card from participating in the Office Max Give Back program. She said it would be nice to use this money to help pay for a small staff gift. Staff Appreciation week is May 1-5. We will need help that week.

Student Recognition: Heather Ramon

Caught Being Good needs some help with the first lunch next Friday, January 13. Caught Being Good will be moved away from Spirit Day as of next month.

School Support: Michele McCue

Michele mentioned she needs help with the PROPsicle program next week from 10:45 -1:00 P.M. Kindergarten screening is coming up and we are looking for volunteers to do school tours, gathering paperwork and screening the kids from March 6 – March 9. Sophie will include this in the volunteer email.

Hawk Pride: Sammie Lyons

Sammie mentioned she is looking for consistent help with used uniform sales on the first and third Wednesday of each month.

Commission Based Fundraising: Lyssa Walter

The class that turns in the most Box Tops will get a pizza party sponsored by PROP.

Alison also mentioned the various programs our school participates in that helps raise money for PROP. Those mentioned include Fry's Community Rewards, EScript, 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.