



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

**Monthly Meeting Minutes April 9th, 2015**

In Attendance:

**Executive Governing Council:**

Alison Coviello- President

Sabiha Begum – Vice President

Liz Fuge-Treasurer

**Committee Chairpersons:**

Kristi Kinney - Athletics, 8<sup>th</sup> Grade

Amy Kratz – Event Fundraising

Angie Sanich – Volunteer Communication

Rebekah Benz - Athletics

**Members:**

Jennifer Steere, Bri Bojang, Michele McCue, Nikki Bermudez, Greg Bermudez, Lanette Stuart, Lyssa Walter, Jana Nielsen, Amber Murtagh

**Administration:**

Miss McMillan

The meeting was called to order at 8:28 a.m. by Alison Coviello. All commenced in the pledge of allegiance.

The executive governing council proceeded to give reports followed by the committee heads of each committee.

**President Report: Alison Coviello**

Alison Coviello opened a discussion with information about the upcoming elections for next year. She let everyone know that if someone is interested in a specific role to contact her. She informed everyone that the President role will continue to be filled by her next year.

April 23rd is next Reid Board Meeting. All PRA parents are welcome to attend this meeting.

**Secretary Report: Alison Coviello (in Becky Thompson's absence)**

The meeting minutes for March are going to be emailed out for a vote to accept.

There will be one more PROP newsletter going out for this year.

The PROP email for April will be sent out today.

**Treasurer's Report: Liz Fuge**

Liz passed out 2 copies for everyone present of the monthly income expenses.

Boosterthon collected \$26,000 so far. Boosterthon gets 39% and PRA gets 61%. We have collected 91% of all pledges but need to get up to 95% collected. PRA so far will be receiving \$4,386.22. We will also be giving PRA \$2,000 from last year's Move-A-Thon.

Spring Fling did very well.

**Amy Kratz-** Brought up PROP covering the specials classes requests with the PROP budget.

**Miss McMillan-** PROP does not fund individual classroom budget requests. All budget requests go through her and PRA administration.

**Alison Coviello-** Brought up do we want to provide a gift for each grade to say thank you for help with Boosterthon, but not ready to vote on.

**Liz Fuge-** Talked about the other sheet she handed out being a breakdown of what funds have been brought in. Liz also brought up that she has a full break down if someone wants to see it.

**Liz Fuge and Alison Coviello** want to start accepting credit cards for used uniforms and spirit shirts. They plan to do this using the same credit card app used at spring fling.

The following updates were given from Committee Heads:

### **Volunteer Communication- Angie Sanich**

Angie started by talking about Spring Fling. Sign Up Genius was used to have another way for people to sign up to volunteer for Spring Fling. 25-30 people signed up using the Sign Up Genius. The volunteer names were then consolidated to poster boards. The Girl Scout volunteer and NJHS volunteers were a big help.

Ms. Hunt has a need for volunteers for Field Day. A sign-up sheet was passed around.

**Miss McMillan-** Changed the Kindergarten field day to April 29th 10 am-11 am.

An email sign up will be sent out tomorrow.

Volunteer Appreciation- A breakfast is to be held at the next PROP meeting to say thank you to all volunteers. All present at the meeting agreed that this was the best option.

### **Event Fundraising - Amy Kratz & Kristi Kinney**

3rd grade's basket at Spring Fling earned the most money raising \$157.

Motion for \$100 to go to 3rd grade to get something off of their budget request list for earning the most money from their basket was moved by Kristi Kinney. Amy seconded the motion.

**Motion agreed on by all chair persons.**

A silent auction for the baskets for next year was discussed.

Kristi needs help writing thank you notes to the businesses she solicited for donations who Spring Fling. Alison asked if there was anyone who was interested in helping generate official thank you letters for the other donors.

**Action item: Amy Kratz to meet with Miss McMillan to look at 3<sup>rd</sup> grade budget request list and determine which item PROP will pay for.**

### **8<sup>th</sup> Grade Activities- Kristi Kinney**

8th graders raised more than their goal of \$1,000 from Spring Fling. The train ran by the Bakewell family raised a little over \$200 which also went towards 8th grade.

A car wash may happen as the last fundraiser for 8th grade but there is a need for volunteers to plan and run the fundraiser.

Without the money from the car wash, 8th grades budget is now at \$30 per 8th grader which covers their field trip, shirts, dinner, and ceremony.

Samurai Sam's will be catering the dinner because it is the best value.

There is a need for volunteers to set up for the dance on May 15<sup>th</sup>. **Miss McMillan** gave the OK to start decorating before the school day is over but only for items that can be hung on the wall. Some of the people that volunteered to help at the meeting are Greg and Nikki Bermudez, Rebekah Benz, and Lyssa Water's husband.

### **Athletics - Kristi Kinney**

There was a discussion about buying a pop tent with money not used for Field Day. It was decided by **Liz Fuge** that a pop up tent can be purchased with unused money for Field Day without a vote. There is a need for a limbo bar and tug of war rope for field day.

Action Item: Liz Fuge will buy the pop up tents out of pocket to be reimbursed at a later time.

Action Item: Bri Bojang will see if she has a limbo bar to donate.

### **Philanthropy - Shelbey Echols (Not Present)**

No update

### **Hawks Pride – Kristi Kinney**

Sabiha Begum, Lyssa Waters, and Michele McCue volunteered to help with PROPsicles on Friday April 10th.

Kristi needs help with honor roll awards filling them out and printing them. She will place order for medals and additional trophies we may need to purchase.

Action item: Alison will be filling out and printing honor roll award certificates.

### **Staff Appreciation - Nikki Bermudez**

There will be an area in the staff room set up with treats and things to show appreciation instead on individual gifts. **Kristi Kinney** mentioned to use the left over water and soda from Spring Fling.

May 8th is the staff breakfast and food donations will be dropped off by 7 a.m. A breakfast sign-up sheet was passed around for people to volunteer to bring something for the breakfast.

**Amy Kratz** brought up having a poster making party to make posters for all of the staff not already having posters made. The day that was chosen was Wednesday April 28th.

### **Commission Based Fundraising**

Peter Piper Pizza family fun night is May 15th 4pm-9pm.

There will be 2 tables set up a welcome table and a table where students can fill out notes of appreciation to their teachers and staff. Alison asked for help staffing this welcome table. Liz Fuge mentioned she would be available to help.

### **Library/Curriculum Committee – Alison Coviello**

Please return all library books to prepare for the end of the year.

**Lyssa Walters** mentioned a grant she found for \$1,000 for school libraries. Miss McMillan stated she will look into it once Lyssa forwards the information to her.

Spring Book Fair is April 27th -May 1st, and is in need of volunteers. A sign-up sheet was passed around.

Angie Bakewell is looking for someone to learn how to do the Book Fairs and is willing to teach the new volunteer how it works.

### **Public Comments**

The next meeting is on May 7th, 2015.

Meeting was adjourned at 9:34 a.m. by Alison Coviello

### **Meeting Minute Amendment**

March meeting minutes approved via email. Kristi Kinney moved to approve the minutes and Liz Fuge seconded the motion. All were in favor.

Respectfully submitted,

Bri Bojang

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