



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

Monthly Meeting Minutes

December 7th, 2017

In Attendance:

Executive Governing Council:

- Jennifer Steere- President
- Elizabeth Brown- Secretary
- Jessica Hayes- Treasurer

Committee Chairpersons:

- Shari Boone- Major Fundraising
- Stephanie Armentrout- Staff Appreciation
- Lyssa Walter- Commission Based Fundraising
- Krystal Tobin- Volunteer Communications
- Amber Murtagh- Classroom Communications

Members:

Kenda Mathewson, Marsha Nolan, Michelle Nolan, & Luella Gourgae

Administration:

Mr. Bauer

The meeting was called to order at 8:15 A.M. All commenced in the Pledge of Allegiance.

Guest Comments:

Everyone in attendance introduced themselves.

Administrator Report:

Mr. Bauer is welcoming feedback on the Winter Concert which was held two nights prior to this meeting at North Hills Church. There was discussion on pros and cons of the concert and what will happen future with North Hills church selling their facility in January.

Mr. Bauer mentioned that the Aide Training is scheduled for Jan. 8th and will be elaborated on later in this meeting.

President Report: Jennifer Steere

Jennifer reported on the PROP Holiday Breakfast scheduled for Wednesday Dec. 13th at 8:15 A.M. It is for all PROP Volunteers and there is a sign up to bring food.

The next Reid Board Meeting is tonight at 6:00 P.M.

Vice President Report: Sammie Lyons

Sammie was not present at the meeting. She is working on business solicitations along with Bri Bojang to get contributions for the Spring Fling Baskets, but more volunteers are welcome to help. The businesses need to be tracked on a list, though, so they don't get solicited more than once.

Secretary Report: Elizabeth Brown

Elizabeth reminded everyone to sign in and asked if everyone had seen the November minutes. Elizabeth motioned to approve the November minutes as written; Lyssa Walter seconded the motion, and all voted to approve the November 2017 minutes as written.

Treasurer Report: Jessica Hayes

Jessica had the reconciliation report for the month and it was passed around for review. Boosterthon had about \$20,000.00 profit which was more than last year. She reminded everyone to fill out their reimbursement forms.

The following reports were given by committee chairs:

1. Special Events- Jenifer Lovejoy

Jenifer was not present at the meeting. Jennifer Steere reported that the Winter Dance is this Friday and the only thing PROP helps with is half payment for the DJ.

Jennifer also presented the idea to buy our own cotton candy machine for events such as Fall Festival and Spring Fling. It currently costs PROP \$60 each time we rent the machine, so making this purchase should save money over time. Jennifer asked for a volunteer to research this purchase and Shari Boone volunteered.

The fall festival went well. Spring Filing is coming up. Jenifer Lovejoy is in contact with AZ Bounce Pro who usually provides the inflatables. She needs volunteers for business solicitations as discussed earlier in the meeting. There was discussion on the Spring Fling Baskets and how they need to be changed from last year because most of the items that parents donated were cheap dollar store toys. Kenda talked about different ideas to raffle off just business donations instead of asking parents for donations. There was more discussion of collecting only monetary donations so PROP could purchase all the items for the baskets. Amber Murtagh came up with an idea of creating some type of grade-level competition with the booths instead of baskets. All these ideas for the Spring Fling baskets were discussed at length. No final decision was made.

2. Library Committee- Victoria Bogat

Victoria was not present. They had a successful book fair and nothing new to report.

3. Commission Based Fundraising- Lyssa Walter

Lyssa reported that the profit for the Chipotle fundraiser was \$591.23 which was not as much as Peter Piper Pizza that was done earlier in the school year. The lower profit may have had to do with the holidays and people not wanting to go out so close to Thanksgiving.

There was no update on Box Tops. The winning classes were announced at the December assembly.

The January Family Fun Night will be held at Great Skate. We are waiting for flyers from them to start advertising.

Amazon Smiles will now allow us to advertise offline (paper flyers). Lyssa passed around a list of companies that do donation matches besides American Express. Many do grants for employees that donate their time. She is working to find a way to get the word out to parents or relatives that may happen to work at any of these companies.

4. Athletics- Anne Bonior

Anne was not present at the meeting. The turkey trot went smoothly and ran ahead of schedule. Using her slow motion camera on her cell phone helped to determine winners and Anne will put in her binder to use that technology in future Turkey Trots.

5. Major Fundraising- Shari Boone

Boosterthon is wrapped up and was better this year than last year. We had around \$35,139 pledged and \$33,783.71 was received which ended up being \$19,285.00 profit. This bumped us up to the next bracket which has 61% profit that we got to keep. The contract was signed for next year and will be a similar schedule where the run is on a half day. The Boosterthon teacher incentive totaled \$1600 to be spent in the classrooms.

Shari has been talking to companies about playground equipment. One company will be raising prices in January. The quote she has from them for all the equipment needed (but excavation done by volunteers) was \$17,731.61.

Along with the playground equipment, administration would like to invest in training for school Aides to provide a more positive, safe, structured environment on the playground. They would learn better communication techniques and group management through a company called Playworks. It would be 3 hours of training for 20 staff members for \$900 out of the Boosterthon fund. This is scheduled for Jan 8th. This expenditure needs to be voted on. Although we didn't have a quorum at the meeting, we took a vote anyway with those present. Jennifer Steere asked for a motion to pay Playworks the \$900 training fee. Shari Boone motioned; Lyssa Walter seconded the motion. The 6 voting members present voted yes. Jennifer sent out an email after the meeting to the voting council members and 6 more members replied with a "yes" while the rest abstained (didn't reply to the email). With 12 votes, the motioned passed and PROP will pay Playworks for the staff training.

6. Staff Appreciation- Stephanie Armentrout

Stephanie didn't have anything new to report.

7. School Program Support- Matt Lukase

Matt was not present at the meeting. There was nothing to report.

8. Hawk Pride- Michele McCue

Spirit Day and Used Uniform sales are still going well. Michele was not present but had an idea of changing the PROPcicles to the multi-colored popsicles so there would be no need to sort flavors. That will happen at the January Spirit Day.

9. Student Recognition- Heather Ramon

Heather was not present at the meeting. Caught Being Good is coming up next Friday.

10. Volunteer Communications- Krystal Wilhelm

Krystal will send out an email regarding the PROP Holiday Breakfast.

11. Classroom Communications- Amber Murtagh

Amber had to leave the meeting early. PROP will need to provide trophies and ribbons for the Geography Bee next Thursday. Winter Class Parties will be Dec. 21st. She will communicate with teachers to make sure they have enough volunteers.

12. 7th/8th Grade Activities- Liz Fuge

Liz was not at the meeting. She is working on the 8th grade package that will be offered for a discount when purchased all together. The T-shirts have been designed and will be ordered soon.

The floor was opened for the following discussions:

Stephanie commented on the Turkey Trot and how it was good that we had ribbons for class winners and not just the overall winners.

Jennifer thanked everyone for attending.

The meeting was adjourned by Jennifer Steere at 9:30 A.M.

Respectfully submitted,

Elizabeth Brown

Secretary

Painted Rock Organization of Parents