



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

**Monthly Meeting Minutes**

**January 11<sup>th</sup>, 2018**

In Attendance:

**Executive Governing Council:**

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

**Committee Chairpersons:**

- Jenifer Lovejoy- Special Events
- Stephanie Armentrout- Staff Appreciation
- Lyssa Walter- Commission Based Fundraising
- Heather Ramon- Student Recognition
- Liz Fuge- 7<sup>th</sup>/8<sup>th</sup> Grade Activities
- Michele McCue- Hawk Pride

**Members:**

Maria Lopez, Marsha Nolan, Michelle Nolan, & Luella Gourgue

**Administration:**

Mr. Bauer

The meeting was called to order at 8:17 A.M. All commenced in the Pledge of Allegiance.

**Guest Comments:**

No comments

### **Administrator Report:**

Mr. Bauer shared a thank-you letter he received from the Arizona State Veteran's Home for the donations collected earlier in the year. He also commented on the success of the PlayWorks training earlier in the week. He said it seemed to be a very positive experience for those involved. Mrs. Harper will spearhead the continued work on Aide training.

### **President Report: Jennifer Steere**

Jennifer wanted to add to Mr. Bauer's comments about the PlayWorks training. She invited Michele McCue to speak since she attended the training. Michele said it was a good experience and they learned a lot of great tips, verbiage, and new ideas of games. She thought it was money well spent. Those in attendance seemed to have fun and the Physical Education coach has already implemented some of the new games. Jennifer said we will revisit this to see if we want to do more with PlayWorks in the future.

Jennifer had an update on the cotton candy machine purchase that was briefly discussed at an earlier meeting. Shari Boone found some for sale online for approximately \$250. This expense had to be voted on since it is not in the budget. Jennifer asked for a motion to purchase a cotton candy machine using funds from Commission-Based Fundraising not to exceed \$300. Lyssa Walter motioned to approve the request; Michele McCue seconded. All voted in favor of the motion and the purchase of the cotton candy machine was approved.

Jennifer wanted to make everyone aware of the following upcoming events:

- March 3<sup>rd</sup>- Spring Fling
- February 16<sup>th</sup>- Class parties (Valentine's Day)
- January 25<sup>th</sup>- Reid Board Meeting

### **Vice President Report: Sammie Lyons**

Sammie was not present at the meeting and there was nothing to report.

### **Secretary Report: Elizabeth Brown**

Elizabeth reminded everyone to sign in and asked if everyone had seen the December minutes. Elizabeth motioned to approve the December minutes as written; Stephanie Armentrout seconded the motion. All voted in favor of approving the December 2017 minutes as written.

### **Treasurer Report: Jessica Hayes**

Jessica reported that we are in the process of getting our taxes filed. Jessica had the budgets available for all the committees, including what has already been spent.

### **The following reports were given by committee chairs:**

#### **1. Special Events- Jenifer Lovejoy**

Jenifer wanted to continue to the discussion about Spring Fling baskets from the last meeting. She noted from last year that the business donations were nice, but the parent donations were not usually as appealing. She liked the option of getting monetary donations from parents to purchase basket items ourselves. It was ultimately decided that to get the baskets done,

someone other than Jenifer would need to head it up. They would have to make flyers for all grade levels, decide themes, collect items, sort items, and create attractive-looking baskets. Stephanie Armentrout commented that the baskets were fun last year, and she could help again this year, but she doesn't want to do it all herself. Michele McCue said she was willing to help, but it will require more than just 2 people.

A few people are in the process of soliciting businesses to get donations for the baskets, but it's been slow-going. Jennifer Steere offered to give everyone our letter and tax-exempt certificate so anyone who's willing can help. Luella offered to help with solicitations, too. Stephanie wanted to remind everyone that we don't want to hit businesses more than once, so we must track all the businesses that get solicited. There was discussion about using a Google doc or Sign-up Genius to keep track of this.

Jenifer Lovejoy and Jennifer Steere are working on booking inflatables for Spring Fling, but prices have gone up since last year. The first quote was around \$2100, meaning that we will have to do one less attraction than last year. Heather Ramon offered to ask her friend who owns a bounce house business to see if she could find a cheaper rate.

Leading up to Spring Fling, Jenifer will need help with posters, signs, and similar projects. She will also need to order prizes.

**2. Library Committee- Victoria Bogat**

Heather Ramon spoke for Victoria who was not present. She is in the process of getting more book reviews. They have started talking about Read-In event coming up on April 17<sup>th</sup>. They are going to start working on getting people to come in and read to different grade levels. They want to find local authors and people with interesting jobs.

**3. Commission Based Fundraising- Lyssa Walter**

This month's family fun night is January 19<sup>th</sup> at Great Skate from 5-7:30 P.M. We haven't gotten flyers yet, but posters will be going up today after the meeting. Lyssa is still hoping to get their mascot to attend the assembly that morning. We do need at least 75 people to attend, but we are not sure what will happen if we don't reach that number.

Lyssa has prepared a flyer that shows the companies that participate in donation-matching programs. It needs to get approved by administration and then will be passed out to students.

**4. Athletics- Anne Bonior**

Anne was not present at the meeting and nothing was reported.

**5. Major Fundraising- Shari Boone**

Shari was not present at the meeting. The Harkins Summer Movie Program is something that we want to do again this year.

**6. Staff Appreciation- Stephanie Armentrout**

Stephanie did not have anything to report.

**7. School Program Support- Matt Lukase**

Matt was not present at the meeting and nothing was reported.

**8. Hawk Pride- Michele McCue**

Michele said that Spirit Day merchandise sales is going well. She said that Marty, in the cafeteria, took all leftover lost and found uniforms to donate to PROP's Used Uniform Sales inventory. We will start next Friday with the new flavored PROPsicles (red, white, and blue flavor). The Used Uniform clothes racks should be done soon.

**9. Student Recognition- Heather Ramon**

Heather reported that for the Caught Being Good program, the 5<sup>th</sup> – 8<sup>th</sup> graders aren't getting tickets. There needs to be discussion about either giving out more tickets to them or doing away with the program for those grade levels.

**10. Volunteer Communications- Krystal Wilhelm**

Krystal was not present at the meeting and didn't have anything to report.

**11. Classroom Communications- Amber Murtagh**

Amber was not present at the meeting. Classroom parties are February 16<sup>th</sup>.

**12. 7<sup>th</sup>/8<sup>th</sup> Grade Activities- Liz Fuge**

The date for the 8<sup>th</sup> grade car wash changed to February 17<sup>th</sup>. Liz will need help making posters.

We have gotten some families that have already purchased the 8<sup>th</sup> grade package. Liz has not had time to go to the T-shirts screen print place, Screaming Screen Prints at 7<sup>th</sup> Street and Dunlap. Heather volunteered to go for her.

**The floor was opened discussion:**

No one had any comments.

Jennifer thanked everyone for attending.

The meeting was adjourned by Jennifer Steere at 9:20 A.M.

Respectfully submitted,

Elizabeth Brown

Secretary

Painted Rock Organization of Parents