



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

Monthly Meeting Minutes

February 8th, 2018

In Attendance:

Executive Governing Council:

- Jennifer Steere- President
- Elizabeth Brown- Secretary

Committee Chairpersons:

- Jenifer Lovejoy- Special Events
- Stephanie Armentrout- Staff Appreciation
- Lyssa Walter- Commission Based Fundraising
- Heather Ramon- Student Recognition
- Michele McCue- Hawk Pride
- Krystal Tobin- Volunteer Communications
- Victoria Bogat- Library Committee
- Anne Bonior- Athletics

Members:

Marsha Nolan, Sherry Ehmry, & Dalia Santana

Administration:

Mr. Bauer

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

Guest Comments:

Everyone introduced themselves.

Administrator Report:

Mr. Bauer tried to contact PlayWorld to get another quote for playground equipment but hasn't heard back. Heather Ramon volunteered to get the contact information of another playground equipment company that her church is using.

President Report: Jennifer Steere

Jennifer praised the volunteers that are committed to helping consistently, but she expressed her concern over the fact that PROP hasn't been able to recruit many new volunteers. She is worried about the future of PROP if we don't get new volunteers to make a commitment. Many officers and chairs have gotten busy with new jobs, higher demands at existing jobs, etc. One example is Matt Lukase who has stepped down from School Program Support chair. Lyssa Walter offered to step up wherever needed, either in that position or somewhere else.

Many ideas were discussed of how to bring in more new volunteers. One option was to hold another volunteer night, possibly at another location away from the school, such as a coffee shop. If we did this, someone suggested changing the way it's run and have clearly shown what jobs are available during nights/weekends. Ideally this would attract more working parents. Another option was to change the time of all or some of the PROP meetings to the evenings. It was proposed that we try this out at the April meeting, but that week is testing so it might not be the best time for that kind of change. Jenifer Lovejoy brought up the idea of having an informal meeting at the family fun nights, or at least have a prominent PROP table. In the end it was determined that one of the best ways to recruit is through personal contact.

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 January minutes. Elizabeth motioned to approve the January minutes as written; Lyssa Walter seconded the motion. All voted in favor of approving the January 2018 minutes as written.

Treasurer Report: Jessica Hayes

Jessica was not present at the meeting. Jennifer did not have any of Jessica's paperwork, but she told the Chairs to let her know if they needed their budgets. She also reported that the taxes are filed.

The following reports were given by committee chairs:

1. Special Events- Jenifer Lovejoy

The new cotton candy machine has been delivered which Michele and Sammie volunteered to run for Spring Fling. Jenifer Lovejoy asked who oversaw finding people to be in the dunk tank. Mr. Bauer answered that it was him and that he won't have trouble getting teachers and staff to volunteer. Jenifer reported the following vendors and entertainment have been booked for Spring Fling: Jolly Jumpers, Magic and Balloons, Ava's Kettle Corn/Shaved Ice, Attitude First, Cheer, Inspiration Martial Arts, and possibly choir. She will be ordering prizes in the next couple days but will need clarification on the tickets and bracelets to see if she needs to order more. She asked if there should be a cake walk and if so, how many cakes they would need. It was

decided that the cake walk should be done. Jenifer sent an email to teachers, so they can start organizing their game booths. She will work on flyers this week to distribute. She will need help with getting posters up around the school with the following information: Spring Fling March 3rd 11-2pm, Theme: Out of This World (space theme). Jennifer Steere wants to do a poster-making day for Spring Fling and Car Wash next week Tuesday morning February 13th. Victoria Bogat volunteered to get letters cut for that. A few people volunteered to come Tuesday afternoon to hang the posters. It was decided that we will still do the gift baskets for Spring Fling. Victoria has girl scouts ready to volunteer for Spring Fling, both before, during, and after. Girl Scouts will also be making a basket. There needs to be a central volunteer table for parents to check-in. Krystal is working on getting the volunteer sign-up list sent out. It was questioned if Jr. Cheer will be performing. Victoria volunteered the Girl Scouts to run the cake walk.

2. Library Committee- Victoria Bogat

Victoria needs teachers to pick books for each grade level for the Read-In Event on April 17th so Victoria can purchase them. She needs volunteers to read to each grade level. She also needs the schedule that they followed last year and encouraged everyone to solicit people they know who could read to kids.

Victoria also reported that the Book Fair is coming May 7th and will be PAWS themed.

3. Commission Based Fundraising- Lyssa Walter

PROP earned \$532.00 from the Great Skate fundraiser. Because of the lack of communication from them regarding this event, they ended up giving us \$4 per person which was a better deal than what was originally planned. They also gave each skater 10 free tokens instead of 5 to help make up for their shortcomings. They wanted us to book again, but we don't know dates yet. It was agreed that we should do this fundraiser again. Next year it needs to be clear that Great Skate closes and turns off the music at the specified end time.

The next family fun night is March 9th which is a half day. It will be at Yogurtini from 12-4 P.M. Lyssa said that she will be out of town, but she asked Michele to help with getting flyers to the classrooms.

4. Athletics- Anne Bonior

Field Day is still up in the air as far as a set date. Anne was approached by a couple of the sports teams who wanted to see about getting more jerseys so the girls' basketball team and the girls' volleyball team don't have to share jerseys, which is what they currently do. Jennifer said that they need to let us know exactly what they need and then we can look into making that purchase.

5. Major Fundraising- Shari Boone

Shari was not present at the meeting. A volunteer is needed to help get the Harkins Summer Movie Program set up. Parents can pick up those tickets at the book fair.

It was discussed whether we want to do Penny Wars, which would be a week-long grade level event in April. Student Council is currently doing Pennies for Patients. Different ideas were discussed on how we would do Penny Wars. Jennifer encouraged everyone to think about the best way to run this event if we do proceed with it.

6. Staff Appreciation- Stephanie Armentrout

Stephanie did not have anything to report.

7. School Program Support- open

Matt Lukase has stepped down from this position and Jennifer will contact Luella to see if she would be interested in the position. The upcoming events for School Program Support is Picture Day on February 27th and Kindergarten screening March 5th-8th.

8. Hawk Pride- Michele McCue

Michele said that Used Uniform sales has slowed down, but she has consistent volunteers.

9. Student Recognition- Heather Ramon

Heather has extra prizes to donate to Spring Fling. Caught Being Good has been running smooth, even with volunteers getting ill.

10. Volunteer Communications- Krystal Wilhelm

Krystal has a Sign-Up Genius ready for Spring Fling but needs to check with Jenifer to make sure she wasn't missing any slots.

11. Classroom Communications- Amber Murtagh

Amber was not present at the meeting. Classroom parties are February 16th on the early release day. She contacted teachers to make sure they have volunteers.

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

Liz was not present at the meeting. The 8th grade car wash is February 17th at the Burger King at 35th Ave. & Bell. Liz has asked if we can help with posters, which will be made next week during the poster-making day. Jennifer reminded everyone to look in the poster file before making new posters.

The floor was opened discussion:

For Spring Fling, Stephanie asked about a \$500 gift card from last year to see if there was anything leftover. She also told everyone to let her know if they have ideas of donation for baskets.

The meeting was adjourned by Jennifer Steere at 9:34 A.M.

Respectfully submitted,

Elizabeth Brown

Secretary

Painted Rock Organization of Parents