



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

**Monthly Meeting Minutes**

**March 1<sup>st</sup>, 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
- Amber Murtagh- Classroom Communications

**Members:**

Sherry Ehmry, Lenin Koppin, Safah Hammabi

**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 encouraged those in charge of Spring Fling to let him know what they need, including electrical supplies, a hose for the dunk tank, etc. He said he will be opening the school on Saturday for Spring Fling, but Mrs. Harper will be closing.

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

Jennifer announced that the playground project is moving forward. She invited Michele McCue to speak about it. Michele contacted a very helpful playground equipment company. They have the installation scheduled for the weekend of April 21<sup>st</sup> so it will be completed before the kids return from their three-day weekend. The tether balls will also be set up. Mr. Bauer and Jennifer thanked Michele for all her work. To get this project completed before the end of the year, the PROP council had to do an email vote for the \$15,918.73 purchase price taken out of the Boosterthon profit. The vote passed.

Jennifer spoke about the open PROP positions next year for both Committee Chairs and Officers. Jennifer will not be continuing as President due to work, but she has put things in to place to make the job easier for her successor. Jessica is also not sure she will be continuing as Treasurer next year. Other open positions include Major Fundraising Chair, School Support Chair, and possibly more. Jennifer encouraged everyone to let her know ASAP if they will be continuing in their positions or not.

The next Reid Board Meeting is on March 22<sup>nd</sup>.

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

Sammie was not present at the meeting. She is currently working on a Volunteer Recruitment letter to be sent out by the school. It will inform parents of the need we have for more volunteers to prevent PROP from closing. If that were to happen, it would put more burden on the teachers.

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

Elizabeth reminded everyone to sign in and asked if everyone had seen the February minutes. Elizabeth motioned to approve the February minutes as written; Lyssa Walter seconded the motion. All voted in favor of approving the February 2018 minutes as written.

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

Jessica was not present at the meeting. Jennifer spoke about some of the treasurer tasks for next year.

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

#### **1. Major Fundraising- Shari Boone**

Shari was not present at the meeting. The upcoming Penny Wars fundraiser is scheduled for April 16-20<sup>th</sup>. This is in place of the Cookie Dough fundraiser that has been done in previous years. Jennifer will have limited time to help with Penny Wars so she asked if anyone would want to head it up or if we want to drop that fundraiser altogether. Being a new event, we don't know how profitable it will be. Stephanie Armentrout tentatively volunteered to head up Penny Wars.

**2. Staff Appreciation- Stephanie Armentrout**

Stephanie is starting to think about Staff Appreciation Week in April/May and will begin working on it after Spring Fling.

**3. School Program Support- open**

This position remains open. Jennifer reached out to Luella to see if she would want to volunteer as the new chair, but Luella declined. Lyssa Walter expressed her willingness to help in this committee as needed.

**4. Library Committee- Victoria Bogat**

Victoria was not present at the meeting. Heather Ramon did not have anything to report. The Read-In Event is scheduled for April 17<sup>th</sup> and they still need volunteers to read.

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

The Yogurtini fundraiser is scheduled for next Friday March 9<sup>th</sup> from 12-4 P.M. Lyssa has all posters done and ready to go up. She suggested putting one out at Spring Fling. Michele will help pass out flyers since Lyssa will be out of town.

From March 12-31<sup>st</sup>, Amazon Smiles is doing a special promotion where they will donate 1.5% on the first eligible purchase, which is 3 times more than they usually give.

Lyssa got ink cartridges and cell phones turned in. She doesn't think we'll make much profit off it. She was having trouble finding a company to take the cartridges without the boxes and she found the whole process to be time consuming and labor intensive. She estimated that PROP might make \$20, so she suggested scrapping the program altogether. Jennifer agreed that it does not seem to be worth the volunteer time, which would be better spent elsewhere.

**6. Hawk Pride- Michele McCue**

Used Uniforms will be Buy One Get One free this month. We might make everything \$1 next month. Michele was able to get popsicles for tomorrow and has volunteers lined up. She is still selling spirit shirts. She is thankful for the volunteers who keep the used uniforms organized. She hasn't had a chance to work on the new uniform rack.

**7. Student Recognition- Heather Ramon**

Heather has a new batch of prizes and has a good group of volunteers for Caught Being Good. The dates have changed a little. She got more attractive prizes for the older lunch and made those items cheaper. She is also set for the upcoming Honor Roll Ice Cream.

**8. Volunteer Communications- Krystal Wilhelm**

Krystal was not present at the meeting. She has Sign-Up Genius lists set up.

**9. Athletics- Anne Bonior**

Anne was not present at the meeting. There was nothing to report. Field Day was briefly discussed but then tabled for the time being.

**10. Classroom Communications- Amber Murtagh**

Amber expressed her concerns with the Classroom Communication Committee. She feels like her position is not needed because teachers already have classroom parents and they've been

perfectly capable of planning their own class parties. Jennifer said that this might be included in the discussion of restructuring PROP in the future.

**11. 7<sup>th</sup>/8<sup>th</sup> Grade Activities- Liz Fuge**

The 8<sup>th</sup> graders had a great group of kids at the car wash and made \$365. The Burger King where the car wash took place is closing, though, so the location might have to be changed next year.

The 8<sup>th</sup> grade shirts are in the works but have not been ordered and the 8<sup>th</sup> grade Package is still available. They will have a booth at the Spring Fling selling pizza and soda.

**12. Special Events- Jenifer Lovejoy**

Jenifer thanked everyone for their work so far for Spring Fling. Baskets still need to be finished and posters need to be fixed. PROP will need all the shade and tables we can get. Jessica is going to be the money person for the whole event. Jenifer will purchase the cakes for the cake walk tomorrow. Stephanie said that through parental monetary donations, over \$600 was collected from parents to purchase items for the baskets.

Mr. Bauer said that Mrs. Neville has science-type toys to donate and he welcomed someone from PROP to come look.

**The floor was opened discussion:**

Everyone was invited to stay after the meeting to help with Spring Fling.

The meeting was adjourned by Jennifer Steere at 9:11 A.M.

Respectfully submitted,

Elizabeth Brown

Secretary

Painted Rock Organization of Parents