

## *PAC Minutes- December 2009*

**Present:** Cosima, Lisa M., Joanna, Sharlyn, Heather, Tami, Mary Jo, Jenny Hillary, Vanessa, Lisa S.

**Update on Wish Lists for Schools** – Cricut purchased for Academy as well as funds for the Academy library

**Fall Funds Update** – Net funds brought in from fall fundraiser \$4,740.00. Kiddie grams - \$400.00, and DVD's - \$380.00

**Income Statement** – Lisa Mann reviewed updated statement.

**Flowchart** – Reviewed flowchart again with members who were not present in prior meeting. Cosima distributed updated flowchart with all positions filled.

**Holiday Play Refreshments** – Vanessa and Mary Jo will do refreshments. Cosima gave them information folder.

**Holiday DVD** – Order forms distributed on Monday, December 7<sup>th</sup>. DVD's will be delivered by December 18<sup>th</sup>.

**Activities Updates – Family Events**– Donut mornings were discussed. Cosima read Laura's comments over e-mail. We decided first donut day will be on Spirit Day, January 27<sup>th</sup>. Laura should discuss all details with Family Events coordinators, Tami and Heather. New Programming Initiatives – Joanna reports on a Winter Pizza Sale (details below)

**Activities Updates – Fundraising** – Neither Laura nor Lisa T. were present to report on the status of the Box Tops/Campbells or Marsh, however Laura did send her response by e-mail to Cosima – Box Tops were submitted and we will receive a check from them for \$113.00 soon. We have accumulated an additional 2,000 points from Campbells. Discussion took place on current balance of points and whether or not we need to order something before the end of the year or lose points? Laura should advise Fundraising coordinator, Lisa M. on status ASAP!

**Bucceto's Night November** – We made \$160.00 with 28 families participating.

**Activities Updates – Public Relations** – No community liason report at this meeting. Discussion regarding website updates, Joanna will get webmaster e-mail from Lia so that Sharlyn and Joanna can send any updates straight to him to try to be as efficient as possible! Joanna reports bulletin boards are updated for the season. Sharlyn reports she is finalizing newsletter. Items included will be fundraising report, Teacher Favorites, Holiday play DVD's, Wonderlab Save the Date. Newsletters to be distributed within the week. Kelly not present at this meeting so no promoting events report given. Joanna will follow up with Laura and Kelly to get an update on status of their particular areas.

**Activities Updates – Teacher Incentives** - Joanna reports Prep School Teacher Snack list is up to date for now. Jenny reports Prep School Academy has a lot of empty spots for parents to sign up. Sharlyn will mention in newsletter to help get the list filled. Discussed first Teacher Appreciation Day, we provided teachers with lunch from McAllisters which they loved. Heather will be in charge of January day which will most likely be massages per teacher request. Joanna will be in charge of February. Discussed alternating among the PAC members so one person doesn't feel like they have to head that up every time.

**POD Wish Lists** – Lisa S. – 3's POD, Heather – 4's POD (and Miss Renee), Joanna - 5's POD – Mary Jo – Kindergarten, Sharlyn – 1<sup>st</sup> and 2<sup>nd</sup> Grade, Hillary - Specials. Some small items have already been purchased for a few of the PODS. We discussed everyone sending their individual lists to Vanessa and she will compile all the lists into one to e-mail out to the PAC members and then to the TPS/TPSA families as well to see if they might have any of these items they could donate. Hillary gave a nice report from the Specials teachers which were specific websites to purchase from so she will be in touch with those teachers to prioritize items for her so we can get some things purchased for them.

**Wonderlab Night** – Tami will get in touch with Wonderlab to reserve February 23<sup>rd</sup>. We will discuss more details at January meeting.

**Spring Carnival** – Tami will get in touch with the Monroe County Fairgrounds as well as The Gathering to try to reserve a bigger venue due to the added number of students this year. We will discuss more details at January meeting.

**Winter Fundraiser** – Joanna and Cosima reported on a company 1<sup>st</sup> Class Fundraisers and presented the idea of a winter pizza sale. We'd like to use it more as a "school sale" rather than a big fundraiser but if people outside the school are interested they are more than welcome to buy as much as they want. We would begin selling January 11<sup>th</sup> and turn in the orders by January 19<sup>th</sup>. Delivery date would be February 3<sup>rd</sup> (just in time for Superbowl). Prices range from \$9.00-19.00 so a much more affordable fundraiser this time. Joanna will work with Paul from the fundraising company on all the details and report back. The company does provide pizzas/garlic bread/butter braids ahead of time so that we can cook them on a designated day and set them out for the parents to try at pick up time. We will do 2 different afternoons since a lot of children are part time.

**Meeting Location Change** – Beginning January 4<sup>th</sup>, the meetings thru May will be held at The Prep School Academy.

**-NEXT MEETING: MONDAY, JANUARY 4<sup>th</sup> at 5:15 PM at TPSA-**