

FRCS P.T.P. BI-WEEKLY MEETING

Minutes

Time: 2:45 pm., Tuesday, August 16th , 2011

Location: FRCS Library

PTP Officers: President –Cheryl Marple
Vice President – Melinda Boyd
Secretary – Kristen Loch
Treasurer – Heather Howland / Stephanie Juhl
Public Relations – Christy Howell
Volunteer Coordinator – Melinda Boyd

- I. **Roll Call:** Start time 2:50pm
Melinda Boyd, Cheryl Marple, Stephanie Juhl, Lisa Speegle
- II. **Approval of prior minutes: N/A**
- III. **Action Items:**
 - A. First Day of School- Stephanie to get Costco muffins and serve Tea, Hot Cocoa and Water. Stephanie to pickup Coffee for staff room, Cheryl to bring coffee filters. Melinda to setup table.
 - B. Back to School Night (Sept. 1st) 6:00-8:00pm
 - a. Stephanie to check with Ranch Grill, If not Olive Garden. Food here by 4:45 to have teachers eat by 5:00 pm. Melinda to call baked good people
 - C. Bulb Fundraiser (Start and Stop Dates) Melinda to give Lisa info on Bulb Sales for website. Start date being Sept 2nd thru Oct 4th.
 - D. Annie B's Fundraiser @ Farmers Market Sept 15th (Represent FRCS at the Farmer's Market Annie B's night. You would need to have a table at the event and speak with folks about our fundraising campaign needs.)
 - a. Setup @ 5:00pm Tear down @ 8:00pm. Need table, pop-up cover, Banner (in closet). Reserve space soon (Lisa Speegle). Cheryl to talk with Christy to see if she can attend and then let Lisa know if we want to do it so she can reserve the space in the downtown park.
 - E. Jamba Juice Fundraiser – Cheryl to call Jamba Juice to see if available to come up on October 8th for Fall Festival.
 - F. October Fall Festival (Oct. 8th) Burrito Sales, Friday Night Prep, Contact Marlene for additional details.
 - G. Hair Cut-a-thon - Cancel for now

- H. School Picture Day (Oct 11th) – Need a couple of volunteers
- I. Full Moon Festival (Dates??) Date chosen is Oct 22nd. Need a chair person.
Also a pre-order sheet to go out to families for Pizza.

IV. Information and Discussion Items

- A. Picnic table sign up sheet for Ice Cream Social
- B. PTP to authorize \$100.00 to pay for the summer activities and lunch provided to staff.
- C. Buy Carafe/Water Heater up to \$40.00
- D. Stephanie to do a Teacher Survey with info such as likes/dislikes/B-day, etc.

V. Reports and Presentations

- A. Volunteer Coordinator Report
- B. Public Relations Officer Report
- C. Fundraisers (New)
- D. Event Chair Coordinator Report

VI. Meeting Adjourned 4:30 pm.

PTP Meeting Schedule 2011-2012 August 30th @ 2:45pm