

PRMS PSA Meeting Minutes
Tuesday, May 21, 2019
PRMS Auditorium
9:30 a.m.

In Attendance:

Board: Stephanie Drenning
Lisa Schleicher

Others: Meredith Sweet
Neetu Singh
Amanda Pittorino

A. President's Call to Order / Welcome- Stephanie Drenning

B. Agenda Items

- **Budget:** Current year budget was discussed including where we fell short and fundraiser report (successful and not so successful)
- **Fundraisers:**
 - Skate Night - \$560 was raised; \$280 donated to Team Tessa
 - Garden Flags – will run again early 2019-20 school year, will have sample at Back to School night along with online ordering information
 - School Directory – a suggestion was made to make the current year directory available for purchase before they are shredded as a way for students to keep in touch with each other.
 - Sarris Candy online only fundraiser – NOT successful. Only 5 orders total. We will probably not hold this fundraiser in the next school year. We believe there was a concurrent Sarris fundraiser going on at the same time as ours.
- **Staff Lunch:** Very successful! Donations more than covered expenses for this event and the PSA is grateful to the PRMS community for their support in showing our teachers and staff how much they are appreciated.
- **8th Grade Celebration:** May 31st 6-9:30pm. \$10 per student. We will accept money at the door.
 - Food choice of Pizza or Chick-Fil-A sandwich and water
 - DJ/Dance (monitored by parent volunteers)
 - Basketball in auxiliary gym
 - Photo booth
 - Kona Ice
 - Large inflatable course, corn hole and a dunk tank outside.
 - The dunk tank will operate as a fundraising opportunity. The students selected a children's charity as the beneficiary. The Board has selected the Children's Hospital of Pittsburgh Foundation. Any additional monies leftover after expenses are covered will rise to the HS with the 8th grade class and be used to round out the donated funds.

- **For 2019-20 school year:**
 - Repeat Student Survey for input
 - Consider an event Theme
 - Create Planning Committee for student engagement
 - Start planning process earlier in school year
- **2019-2020 School year – PSA Planning**
 - **BUDGET:**
 - Annual audit in June, new fiscal year begins in July
 - To better balance budget, we need to maximize on the fundraisers we run for the year, doing away with the ones that were not successful. We need solid fundraisers to bring in additional income.
 - Some PSA supported items may not be supported going forward.
Specifically, 8th grade T-shirt may be coordinated by PSA but paid for by parent/students who wish to purchase one.
 - PSA will attempt to determine timing of other group fundraisers at PRMS to avoid overload for upcoming school year.
 - PSA will solicit for cash donations at beginning of school year as an alternative to buying fundraiser items throughout the year
 - PSA will continue to utilize and/or determine passive sources of income
 - Box Tops
 - Amazon Smile
 - Apples for Students – Giant Eagle
 - Others??
 - **GENERAL PSA Business:**
 - All PSA business/documents will be moved to Google Docs going forward. This will ease transfer of information to next Board
 - PSA will move to one meeting per quarter for next school year and will consider adding a discussion on Bullying lead by PR School Psychologist.
 - PSA will continue to develop Communication Plan to reach parents and students for fundraisers and volunteer participation
 - Recruiting new Board for 2020-21 School year

MEETING ADJOURNED