

**Prairie Rose Elementary
Parent Teacher Club (PTC) Meeting Minutes
Tuesday, October 7th, 2025**

Attending: Hannah, Chris, Kassie, Cheryl, Kerry, McKenzie, Jory, Lisa, Tanner, Chloe, Abre,

Treasurer's Report: Beginning balance \$13,509.65. Purchases for carnival occurring. Looked into Zelle but need 5013C. Something to looking in the future. Cheryl is going to look into 501-3C just starting over.

Principal's Report:

GEAR-UP PR store is up and running.

Playground update, since PR has more equipment than what's standard, if a structure were to wear out the district would not replace. The Rock wall structure was up for replacement in 2024, all other structures are not due for replacement until 2030. The 3-tire swing structure could be an option to replace instead since it's the oldest equipment in the district. There are grant opportunities with Parks/Rec.

Discussed accessible swing as a modification to the zip line.

Old/Current Business:

- Parent Teacher Conferences
 - Meals:
 - Monday Oct. 13th - catered - paddle trap
 - Tuesday Oct. 14th - catered - Meat and Cheese Tray, Fruit Tray. Cheryl will call HIT for trays tomorrow.
- Haunted Carnival
 - Set up - Friday Oct. 24th
 - What time do we want to start setting up?
 - Room reps sending out an email to help set up games/auction items at 6 PM.
 - Ask Wally to set up tables
 - Email Blast to give heads up that tables will be set out.
 - Sat. Oct. 25th
 - Access to building
 - Face painters will be here at 5-7:30
 - Helpers here by 3:00.
 - Tickets
 - Needs/Bundles
 - Need to purchase more tickets

- Bundles of \$5
 - Will need to know how much cash/change to start out with?
 - Small cash box for concessions
 - Large cash box at door
- Games and Prizes
 - Directions/Signs: Cindy will ensure all game directions are updated
 - Games:
 - Cindy will stop at PR to pick up prize bins for games to relabel...Does Kassie want bins as soon as done, so they can be pre-filled?
 - Cindy will get the game totes to ensure all items are accounted for.
 - Cindy will email Wally asking about having games out and available for set up on Oct. 24th.
 - NEXT YEAR IDEAS- Stuffed animals donated from families as a large prize.
- Cake Walk
 - Cindy will have the flier made and sent to staff and office
 - Cindy will post to PTC Facebook page
 - Need cake donations.
 - Flier for cake donations to hand out at conferences.
 - Buy cake boxes to send home with kids. ok to be purchased or home made, anything baked. Hannah may have some at school she will check.
- Concessions
 - Cash and Ticket at Concessions
 - Prices
 - Taco in a bag - chips from Sams and Cloverdale meat (\$5)
 - Pizza, variety chips and soda (\$5)
 - Dessert - rice crispy (\$1)
 - Soda and water (\$1)
 - Popcorn (\$1)
- Silent Auction
 - Sponsorships
 - Please list any so we can post them like we did last year.
 - Teachers communicating with room reps of what they've received.
 - Room reps offering venmo accounts
 - Room reps looking for silent auction items monetary or baskets.
 - Hannah or Kassie will work on starting a list of sponsors with contact information and amounts/items donated to be used for future reference.
- Haunted House
 - What food /drink will be purchased for the 5th grade meal?
 - None since 2 5th grade classes. On their own for food.
 - Door Monitor/Ticket taker will be added to the PTC sign-up

- Sign-Up Genius for Volunteers
 - Does Ms. Anderson want the sign-up sent to her for her hockey girls again?
 - Yes
 - Cindy will send the sign-up to Melissa Davis for students who need volunteer hours (AVID)
 - Do we need to put “Parking Attendant” for the field back on sign up? It was removed last year.
 - NO
 - Sign Up times slots will be adjusted this year to help with transitions between volunteers
 - Times slots will be 45 min for the first slot and 1 hour slots for all others
 - Sign Up will be ready to send out to Ms. Anderson and Melissa Davis on Oct. 10th and sent to school for push out on Oct. 13th.

New Business:

- Funding Request - Movie License
 - Kerry submitted a funding request for \$500 so PR can purchase a movie license. Required to have a license.
 - Popcorn bar idea - to be discussed for movie night to charge a bit to recoup the cost of license.
 - Motion: Hannah makes a motion, Kassie 2nd to split the cost of the license.
- Yearbooks
 - The cover needs to be voted on this week. Council members taking pictures.

Room Reps- send email to teachers to ask for cake walk, silent auction sponsors, volunteering for set up.

NEED to reiterate cash only

Hannah will update FB posting

Upcoming Meeting Dates:

- Monday, Nov. 3rd 6-7 pm
- Tuesday, Dec. 9th 6-7 pm
- Monday, Jan. 12th 6-7 pm
- Tuesday, Feb. 10th 6-7 pm
- Monday, Mar. 9th 6-7 pm
- Tuesday, Apr. 14th 6-7 pm
- Monday, May 11th 6-7 pm

Notes taken by: