

**Prairie Rose Elementary
Parent Teacher Club (PTC) Meeting Minutes
Tuesday, October 12, 2026**

Attending: Hannah, Shelly, Cheryl, Heather, Chloe, Jori, Lisa, Chris, Kassie, Cindy

Treasurer's Report: Our balance in the Foundation is around \$1045 with 3 Carnival purchases coming out. Our Bravera account is at \$15,700. We have a few checks to deposit that were received as donations for our Haunted Carnival. Chris will get them deposited.

501c3: Hannah has been in contact with CPAs and our attorney about what to do next. She has submitted the form needed for the IRS with all information. CPAs believe that we will not hear back from the IRS because we have not made over \$50,000 as we have all documentation.

Hannah recommends that we follow the CPA advice to move over all funds from the Bravera to the Foundation account. Hannah opened up to questions and thoughts. Chris expressed concerns about liability. Shelly and Cheryl have also researched about if we would be liable and Cheryl said her retired CPA family member would help if we ever had the IRS contact us. Shelly spoke as to why a 501c3 would not be needed as we have always been a Non-profit and a 501c3 is not needed for a PTA.

Cheryl motioned to move forward with closing the Bravera account and moving all funds over to the BPS Foundation account at Dakota Community.
Chloe 2nd the motion

President asked "All in favor" - 9 votes yes in favor

President asked "Opposed" - 1 vote not in favor

Board chose to go with the majority vote and move forward with closing the Bravera account and transferring all remaining funds over to the BPS Foundations account at Dakota Community Bank.

Principal's Report: Conferences are coming up next week and all teachers are excited to talk to families.

Old/Current Business:

- Parent Teacher Conferences
 - Conference Meals - Cindy will ask for the sign up to be pushed out again
 - Monday Oct. 19 - Potato night is good to go. Still waiting for a few sign ups, but it is almost covered.
 - Tuesday Oct. 20 - remove salad and reduce the soups to 2, Cheryl is bringing a sandwich tray Shelly will bring a soup if no one signed up.

- Haunted Carnival
 - Blast/Afterschool Program - must have gym until 6 pm per contract
 - Silent auction/concessions will need to be set up after 6 pm.
 - All silent auction and donations will be placed in the cold storage until set up happens
 - 5th grade will be helping moving the cakes to the music room
 - Classroom permission
 - Confirmed for Susan, Danielle, Colby and Mrs.G
 - Email to ask for snaps of room before movement
 - Kathy's making copies of gift cards and will get to Cindy
 - Sat. Oct. 17
 - What time can we get into the school - 10:15 am
 - Who will be there to open doors - Lisa and/or Trey (custodian)
 - Lock up - Shelly is going to touch base with the new lead custodian about it and working with Lisa (close up about 2:30-3:00)
 - We will assess the weather on Sat. and then decided if tables will be set up outside
 - Tickets
 - Bundle tickets in \$5 and in \$20
 - Cash box - Chris will handle getting cash for the cash box
 - Mobile ATM - Dakota Community in Lincoln - Cheryl confirmed it should be here for or event
 - Games and Prizes
 - Cindy will review all signs, and has updated game directions and will get printed
 - Games:
 - Prize bins for games ready to go
 - Cindy has all totes with signs and games and will assess and ensure all items are accounted for
 - Games are mostly down in the cold storage, but the others still in the rafters will be gotten down this week.
 - 1 teen game - Will be an ax throwing game Jori is letting us use
 - Set up in the same room as the pop toss
 - Face Painting - Cheryl is taking care of all supplies
 - Hannah to art students for Face Painting
 - Cake Walk
 - Cindy will ask if Kathy can push out a reminder for Cake Walk
 - Concessions
 - Cash and tickets will be accepted at the concessions
 - Cash box with change - Chris will get change
 - Who's picking up hot dogs from Cloverdale? - Cheryl will be picking up
 - Make sure hot dog roller works - on Friday night
 - Prices
 - Hot dog, chips, water/soda (\$4)
 - Chips (\$1)

- Soda/water (\$1)
 - Hotdog (\$2)
 - Popcorn (\$1)
 - Need salt and popcorn (Jori volunteered to help get this)
- Silent Auction
 - Cindy will email teachers - All basket items to PR by Wednesday
 - Copies of silent auction sheets (Cindy will make)
 - Sponsor slide will be created by Cindy to project
 - Create a "Please do not touch sign" and Hannah will get sign holders
- Sign Up Genius for Volunteers
 - Cindy will ask Kathy to send out again

New Business:

Upcoming Meeting Dates:

- Nov 9th 6-7 pm
- Dec 7th 6-7 pm
- Jan 11th 6-7 pm
- Feb 8th 6-7 pm
- Mar 8th 6-7 pm
- Apr 12th 6-7 pm
- May 10th 6-7 pm

Notes taken by: Cindy, Kassie