**PRCS-Booster**

**Meeting Minutes**

**December 4th, 2017**

1. **Call to Order:**

* Michael Ward called to order on 7:55am on 12/04/17

1. **Meeting Minutes:**

* Motion to approve November meeting minutes by David Balen, Evan Press seconds, unanimous approval

1. **Principal’s Report**

* Given by Mary Melvin
  + Working on signs for the school… MPR, library, etc. to make it easier to find buildings around the school
  + PAW Print… journalism class in Middle School putting the paper together for the school
  + Parking… working on a solution to try to get parking for board members
  + 5K… need to make a decision if we are going to move forward

1. **Academy Updates:**

* Given by Azita Amighi
  + Review of budget…
    - Need to finish field trip matrix to verify what field trips are paid for by PTA, Booster, and Student Body
    - Continue to look into bigger ideas to fund for future in Middle School
    - Interested in purchasing printers to go with the laptop carts to make it easier for students to print… Christine motions to approve $1,200 to spend on 10 printers, David seconds, unanimous approval
  + Need to work on enhancing elective classes for Middle School students

1. **Treasurer’s Report**

* Given by Amy Kwon
  + Over $300K raised by GIFT

1. **Committee Report:**

* Corporate sponsorship update given by Kelly Markgraf
  + Need to order mesh banners to survive the winds
* Website update given by Kandha
  + Very basic, going to continue to improve content

1. **Golf Update:**
   * Letters to go out to parents
   * Save the date cards to go out once the contract is finalized
2. **Old Business:**

* Playground… waiting for documented letters saying we are approved to write the check and sign the contract with the design company

1. **New Business:**

* Give PTA $500 grant to be given from money through corporate match
* Jogathon/5K… have not found someone to chair the event

1. **Adjournment:**

* At 9:16am by Michael Ward