



Lincoln Prep PSO Board Meeting Minutes

Tuesday, January 10, 2023 at 8:00 am

In attendance: Cathy Post, Wendy Cornell, Liz Wilson, Tiffany Smith, Kelly Bast, Beth Watkins, Jennifer Baranowsky, Max Lechner, Roz Revis, Thelmas Ramirez, and Alex Julian.

Open session started at 8:07 am

The meeting was held in the conference room at Lincoln Preparatory Academy at 2250 S. Gilbert Road, Chandler, AZ 85286 and led by Cathy Post.

Upcoming Dates:

- January 18 – 8th Grade Social Hour
- January 27 – 9th Grade Breakfast
- February 7 – Next meeting
- February 8 – 7th Grade Social Hour

1) Board Member Reports

a) President/Vice President

- i) Cathy opened the meeting by welcoming everyone back from break. She also welcomed first time parent to the meeting, Thelma Ramirez.
- ii) Cathy inquired who the contact would be for information for the Middle School Student Night Life. Roz said to reach out to Ms. Yu. And Dr. Paull.
- iii) Cathy inquired if there is one main contact for field trips, to make sure our lunch lead has access to this information for blocking out lunches. Roz suggested Mr. Tope for now.
- iv) As a general reminder for everyone, it would be helpful if every lead could please make sure they are putting all information into Dropbox so it can be accessed by all those involved and help for future reference. Thank you.
- v) Cathy asked Mr. Julian what support is needed for the 8th grade Promotion Ceremony.
- vi) A review of semester dates and budgets are listed below:

Date	Contact	Event	Location	Team	Budget
1/18/2023	MS Deans	8th Grade Social	Gym, 11:30-12:40	Events	\$350.00
1/27/2023	Schubring	9th Grade Breakfast during 2nd Period	Gym, 8:30-10:15	Events	\$550.00
2/8/2023	MS Deans/PSO	7th Grade Social	Gym, 11:30-12:40	Events	\$350.00
2/15/2023	Roz Revis	Faculty Seminar Day Lunch from PSO/Faculty Seminar	Faculty Office	Teacher Appreciation	\$800.00
2/22/2023	Jenn Bradley	Winter Athletics Awards Ceremony	Gym, 5-8pm	Athletics Liaison	none - donations
2/24/2023	Schubring	10th Grade Breakfast during 2nd Period	Gym, 8:30-10:15	Events	\$600.00
3/3/2023	MS Deans	MS Student Life Night (Spring)	TBD	Events	\$500.00
3/4/2023	Stephanie Carr	HS Dance, The Blue & Gold Ball (Spring)	Gym	Events - special committee	none - school paying
4/5/2023	Roz Revis	Faculty Seminar Day Lunch from PSO/Faculty Seminar	Faculty Office	Teacher Appreciation	\$800.00

4/12/2003	MS Deans	6th Grade Social	Gym, 11:30-12:40	Events	\$350.00
4/21/2023	Stephanie Carr	8th Grade Dance	MPR, 6:30-10pm	Events	\$1,000.00
5/1-5/4	Roz Revis	Teacher Appreciation Week	Conference room	Teacher Appreciation	\$1,500.00
5/3/2023	Roz Revis	Faculty Seminar Day Lunch from PSO/Faculty Seminar	Faculty Office	Teacher Appreciation	\$800.00
5/18/2023	Jenn Bradley	Spring Athletics Awards Ceremony	Gym, 5-8pm	Athletics Liaison	none- donations
5/24-5/26	Joan Warner	Finals Pizza Sales	Gym	Beth - Team pizza	none
5/26/2023	Joan Warner	8th Grade Promotion Ceremony	Gym, 2-4pm	Events	none - donations?

b) Treasurer

i) Current Financial report and budget

(1) Details: PSO Treasurer Report forthcoming.

(2) Updates/Needs:

(a) Audrey was unable to make it today, however, we are within budget for December.

c) Lunch/Snacks and Vending

i) Details: Kim was unable to make it today, but we have implemented a forgotten lunch list procedure of giving it to Alyssa to inform parents of student who have forgotten multiple days. Beth has restocked the pantry for all items needed to start the year off.

ii) Updates/Needs:

(1) Roz asked if the forgotten lunch lists could be directed to her instead of Alyssa so she can inform parents. This will be the new procedure.

(2) As of right now there is no update on a new vendor for Mondays.

d) Teacher Appreciation

i) Details: Johanna was unable to make it today, however, we had a teacher pop in and say thank you to the PSO for all the goody bags and the support this year to the teachers.

ii) Updates/Needs: This month the stock the pantry request has been sent to 7th grade families. Cathy stated that next year we need to add suppling teachers with food during conferences into the budget. Even though there wasn't anything in the budget for this year, Johanna and her husband willingly provided some items during that time, so thank you to the Staedicke family. Cathy will get with Johanna regarding birthdays for January. The first teacher luncheon this semester will be in February.

e) Used Uniform.

i) Details: Kelly spoke with Yvette on the Archway side regarding the next uniform sale.

ii) Updates/Needs:

(1) The consensus was that it would be best if the sale was next month in order to properly advertise. The sale has been scheduled for Thursday, February 23 and setup will begin at 2:00 pm. She will need at least one other person to help that day to roll out the carts and put them away after. Max agreed to help that day.

(2) Kelly also thanked Roz and front office staff for helping new incoming students access and buy used uniforms as needed.

(3) It was brought up that all incoming Lincoln Prep students (and the parents) who are applying should be informed of the used uniform availability before they go buy new ones. Roz stated, she usually directs parents to the used uniforms when

they come in. (Note: A specified notification method should be put into practice, either in the application process, or parent information for new students, so this should be revisited).

f) Sports Liaison

- i) Details: The Winter Sports Award Ceremony is scheduled for February 22 at 5 pm.
- ii) Updates/Needs: Max stated she would get a Sign up to Cathy as soon as possible for the upcoming Sports Awards Ceremony to put in the weekly newsletter. Cathy suggested adding a request for a couple dozen more cupcakes/cookies. Max suggested to offload the concession inventory at the last Home game for basketball or letting the Juniors buy what they want before the upcoming retreat. Middle School basketball concessions were suggested. She will touch base with Jenn to see about concessions.

g) Events

- i) Details: There is a number of events coming up, see information below.
- ii) Updates/Needs:
 - (1) 8th Grade social is ready and Tiffany will order pizza this weekend for that. It will be on January 18th in the gym at 11:30 am. Liz will check plates, napkins, and water bottles.
 - (2) Volunteer sign up for the 9th grade breakfast will go out in this week's newsletter as it is scheduled for January 27th and volunteers will be needed at 8:00 am. Cathy checked with Kim and it will be the same as previous breakfast days, burritos, fruit, cinnamon rolls.
 - (3) As of right now the 8th grade end of year party is schedule for 04/21/23 in the MPR. Mr. Julian stated he would like this event to be somewhere off campus is possible.
 - (4) Events leads will reach out to Mrs. Yu and Dr. Paull regarding support for MS Student Life Night. Jennifer offered to bring games if needed for that night. They will also check if the Deans would like the PSO to sell concessions/candy for that night as previously done. Cathy also suggested they find out if they want us to advertise and they oversee ticket sales. Mr. Julian suggested this event be moved to the field now that lights are installed and the weather should be nice to allow the committee to decorate the gym for the HS dance that is the following day.
 - (5) Mr. Julian will check to see what is needed for the 8th grade graduation. It was brought up that Kindergarten, 5th grade, and 8th grade all used the same decorations for promotion ceremonies last year. Kathy said that herself and other parents purchased a number of decorations for the 5th grade graduation ceremonies and suggested reaching out to whoever is using the classrooms near the stage or Jackie to see if any of the decorations are being stored near there.
 - (6) The HS Blue and Gold Ball is scheduled for March 4 and is approaching quickly. Wendy and Max had volunteered to help support Mrs. Carr with this. They will reach out asap to get the ball rolling and get a sign up ready to send out in the newsletter for parents to help decorate and be part of a committee to assist with this. Mr. Julian said he will touch base with Ms. Bradley to make sure we can have the dance and not roll out the mats. He suggested putting the curtain down to separate the gym and make it a little easier to fill with decorations. He suggested a dance floor, DJ, photo booth, etc. He would like to see the ceiling

and walls decorated. Kathy said the DJ for the Daddy/Daughter Dance was well received and offered his contact information. Jeff at djjeffnelson@gmail.com or 928-242-1440. She has also made herself available to help decorate that weekend. Wendy will also reach out to Mrs. Carr and/or Joann to find out the budget for this event.

2) New Business & Public Comments

a) Mr. Julian also expressed he is glad the PSO is back and thankful for the engine of the PSO.

i) Next Board Meeting – February 7th at 8 am

3) Adjournment at 9:07 am.

4) Contact your PSO – find all positions and emails on our website:

