

## **IRCHS PAC MINUTES**

November 6, 2017

Attendees: Elena Garofalo, Angela Krause, Andrea Allen, Trish Dally, Amanda Byford, Carlene Brunk and Rosemary Leonard

Meeting began at 6:37pm Panera Bread

Rosemary began with welcoming new attendee Angela Krause. Everyone did an intro.

**VAPA sign-up update:** Andrea Allen sent the emails that have gone out with sign-up times. Most spots are filled. Andrea will resend another request to fill the last few spots. Rosemary is looking into the time for the Nov 14<sup>th</sup> orientation meeting parents must attend if they volunteering for the event. Andrea would like to put that info out with the next email. We also suggested signs to go out for parents drop off/pick-up to view. Carlene will look into that to see if she has time at her shop to make them.

*(Update: the Nov. 14th meeting has been cancelled. If volunteers are unsure where or to whom they are to report see Dr. Adams, he will be in the front office to help direct volunteers.)*

**Business Sponsors:** Certificates were made for the team to proof. Carlene will put names on them when the Business Sponsors list is complete. Team picked "Beach Aviation Group" to highlight for November's Business Sponsor. Logo will be added to PAC notes.

*PAC will support Key Club December "Toy Drive". PAC can send out an email to inform parents of the Toy Drive if wanted by Key Club President.*

**Fundraising:** Rosemary has been working on a few locations to help raise some money for PAC. Chipotle already has Charter for an event. Rosemary submitted a request into Chick-fil-a for Dec 5th. PAC would receive 10% of sales. A request for Ruby Tuesday has gone in and the manager said it is being considered. Other locations that were put on the list include Chili's and McDonald. A student art display and fundraiser at BAM/TGI Friday's is planned again in the new year.

November 17<sup>th</sup> PAC will provide breakfast to the staff. Megan Partlow will pick up the order and get reimbursed. Rosemary will place the order at Dunkin Donuts. 2 box coffees, 2 dozen muffins, 2 dozen donuts and 2 dozen bagels. Order will come to \$98.58. Amanda Byford donated coupons to help discount the cost since DD will not discount. Rosemary will drop off a table cloth for Megan and Amanda to use when setting up the breakfast. Drinks on the table outside the teacher's lounge and food in the lounge.

Decorating the Staff lounge will be Nov 28<sup>th</sup> by Amanda and Carlene. Rosemary will get the decorations to Carlene that are in storage.

For December we have started to plan a High Tea for the staff with small sandwiches, cookies and baked goods. We will need to come up with a small gift idea that we can put together for the staff and leave in their mailboxes. Rosemary is going to check on a date that will work for the school for the tea.

Next meeting December 4<sup>th</sup> at 6:30 Panera Bread

Please come with ideas for the High Tea, cookies and gift and a calendar to plan on putting the gifts together.

Meeting ended at 7:46pm