

# PARTS MEETING MINUTES

<b>Date:</b>	Wednesday, January 11, 2012	<b>Location:</b>	RHSA Emphasis
<b>Called to order by:</b>	Carlos Leal	<b>Time:</b>	6:45 p.m.
<b>Attendance:</b>	9 (including all 4 board members)	<b>Minutes:</b>	1/5/12 Minutes approved

## Officers' Reports:

### 1. **Reorganization of PARTS as Booster Club with nonprofit status**

- a) President Carlos Leal updated the attendees not present at the January 5 meeting on the progress to date. He introduced the interim board members.
- b) Minutes of the January 5, 2012 meeting were reviewed and approved by all present.
- c) Secretary Nanette Davis stated that Ms. Whipp advised that the LBUSD booster club application is a formality done only in September. We will operate as a booster club and under our Constitution & Bylaws and file in September 2012.

### 2. **PARTS Finances and Processes**

- a) The group reviewed the November 2011 minutes, which is the last record of deposits and expenses we have. Carlos was told by the prior president that approximately \$700 was earned from sales at "Bye, Bye, Birdie" and approximately \$100 from the recent carwash. We are still awaiting documentation of the funds earned and their disposal.
- b) Discussion of the EIN number and PARTS' bank account resulted in tabling the decision until Treasurer Diane Schweitzer researches; she will advise ASAP via email.
- c) On Friday, January 13, Diane and Vice President Dan Mulherin will meet former Treasurer Carrine Thomas at Farmers & Merchants Bank to handle the changeover of the account and funds.
- d) Jamie Parker was appointed Auditor to reconcile the bank statements each month.

## Old Business

### 1. **Committee Chairs.** It was decided to have volunteer leaders for each of the upcoming events, rather than a single committee chair, and they are as follows:

- a) Brighton Beach (Feb 2-4; Thu-Sat; dates need confirmation):
  - i) Nanette will coordinate the event, and prepare 200 candygrams at least for the first night, Thursday, February 2 (and more as needed)
  - ii) Daniel and Diane will work Thursday; John Wilson and Nanette will work Friday; Jamie and Carol Parker will sell snacks and Janice Reeder will sell candygrams Saturday
  - iii) *Diane will update on the exact dates of all shows*
- b) Dance Concert (Feb 9-10, Thu/Fri, at Scottish Rite)
  - i) Daniel will coordinate the event and get the candy and Nanette will prepare the grams
  - ii) Daniel and Janice will work Thursday night; Carol and Nanette will work Friday night
  - iii) If we sell roses, it would have to be in line outside; sell grams with clipboard in line?  
*Carol will figure out a system.*

- c) Visual Arts Event (Saturday, March 10)
  - i) Diane will coordinate; she will research and advise of options depending on funds raised at prior event and prepare a budget
  - ii) Staffing to be determined at a future meeting; a motion was made and passed to table until the February 15 meeting. *The motion passed (TABLED until Feb. 15 meeting).*
- d) "Seussical" (Dinners Wed/Thu 3/28-29; Sales Fri/Sat 3/30, 3/31)
  - i) Discussed selling ads to go in program; need to check with Ms. Whipp on plan OR is there a parent who can donate or give us a discount on printing? (SchoolLoop notice)
  - ii) Regarding the plan for rehearsal dinners, a motion was made and seconded to table the decision until the March 14 PARTS meeting when we would have a better idea of funds available. *The motion passed (TABLED until March 14 meeting).*

## 2. Status of prior PARTS projects

- a) Teachers' Wish List - No one knows the status of the requested items. The prior president had asked parents to contact her privately if they could donate items, but no update has been given as to what, if any, donations have been made. The list is posted on the PARTS website. Until we have a better idea of funds, we cannot fulfill the wish list ourselves. A motion was made and seconded to table this until the February meeting. *The motion passed (TABLED until Feb. 15 meeting).*
- b) PARTS Facebook page. This item was not discussed and will be placed on the agenda for the February 15 meeting.

## 3. PARTS Goals

Carol Parker volunteered to send a letter to teachers to find out what is really needed that would enhance the position of the school, such as Diane's suggestion to pay for buses to enable the Jazz Band to enter competitions that would bring good press to Renaissance. *Carol will report back at the February meeting.*

### New Business:

- 1. Seal Beach Yacht Club Dinner/Dance (April 20) -- Diane will coordinate this. Janice wants to do a silent auction at the event to raise funds for Video Production. We could invite other groups or departments to participate like that. *Planning details for this event to begin at the February meeting.*
- 2. PARTS Operations
  - a) A motion was made and seconded to hold meetings on a monthly basis, preferably the second Wednesday of each month. *The motion passed.*
  - b) Dates were selected for the next three meetings: February 15 and March 14 at RHSA and April 11 off campus at the Mulherin's home, as the school will be on spring break.
  - b) The Parent Forum idea was briefly discussed and favored. Some ideas for speakers included John Wilson (college prep), the Ameriprise Financial representative, and Fresh Fundraising to help us with PARTS. *There is a possibility for college prep talks in February; Nanette and John will advise by the end of the month so there is time to promote.*

2. Fundraising Ideas

- a) Photographer at musicals to take headshots and group shots and donate a percentage to PARTS of sales made (to be discussed at the March meeting)
- b) Silent auction or maybe opportunity drawing for the front row of seats at graduation?

3. PARTS Google Calendar

Janice Reeder volunteered to be responsible for updating the PARTS Google calendar for our website.

**Announcements:**

The next meeting is a scheduled for Wednesday, February 15, 2012 at RHSA, Emphasis from 6:30 to 7:30 p.m.

**Adjournment:**

The meeting was adjourned at 8:10 p.m.

Minutes compiled by Nanette Davis, PARTS Secretary.

**Addendum:**

On Thursday, January 12, Treasurer Diane Schweitzer determined that the EIN and current bank account appear to be under Renaissance and not PARTS. Via email, a motion was made and seconded to close out the F&M account, obtain a new EIN number under "RHSA PARTS," secure nonprofit status (through ParentBooster, as previously approved), and then open a new RHSA PARTS bank account at First Bank & Trust, as they have four convenient branches across Long Beach.

President Leal emailed the board and PARTS members requesting a vote on this by email and a quorum was reached in favor of this action. *The motion passed.*

# PARTS MEETING MINUTES

<b>Date:</b>	Wednesday, February 15, 2012	<b>Location:</b>	RHSA Emphasis
<b>Called to order by:</b>	Carlos Leal	<b>Time:</b>	6:45 p.m.
<b>Attendance:</b>	12 (including all 4 board members)	<b>Minutes:</b>	1/11/12 Minutes approved

Carlos Leal called the meeting to order and introduced college prep/affordability expert and certified college counselor John H. Wilson, III to speak. John is also a member of PARTS. John spoke for approximately 45 minutes on his topic of "College Affordability - What Parents Need to Know" and answered parent questions. After his presentation, the RHSA PARTS meeting began.

## Officers' Reports:

### 1. **PARTS as Booster Club with nonprofit status**

- a) President Carlos Leal and Treasurer Diane Schweitzer updated the attendees not present at the January 11 meeting on the progress to date and introduced the interim board members.
- b) Minutes of the January 11, 2012 meeting were reviewed and approved by all present.  
A motion was made, seconded, and all voted in favor to approve.

### 2. **Treasurer's Report**

Diane Schweitzer provided her written Treasurer's Report, which will be included in the Treasurer file as well a copy placed in the PARTS Binder. Diane stressed the transparency in all of our financial operations. Cash is not retained by any officer. All cash received is double counted, recorded and deposited promptly.

Balance at beginning of period (January 2012) to February 15:	\$965.00
Income (2/2/12 Brighton Beach grams/goodies sales deposit):	\$139.00
Expenses (1/20/12 Reimbursement to Dan Mulherin for ParentBooster non profit registration expenses):	(\$195.00)
Checking account balance at end of period - 2/15/12:	\$909.00

### 3. **Secretary's Report**

Nanette Davis stated that we officially have 42 members of PARTS. She thanked Alan McGrew and his daughter Anna for building and creatively painting the new PARTS sign holder that will be very useful at all of our events to hold various posters. Thanks also to Karen Thomas for bringing coffee to the meeting.

## Old Business

1. **Recap of Brighton Beach:** We made \$139 by selling a few grams and mostly baked goodies after each of the 8 performances. It was decided that, particularly when there are two casts, the best use of our time is to be present for evening events only. The baked goods sales were successful and we should do this again. An "Event Recap" form was completed by Nanette Davis and filed in the PARTS binder for future use. Many thanks to Janet Aasness and Diane Schweitzer for baking the goodies sold at the Brighton Beach event, and to Dan Mulherin, Maria McGrew, and Janice Reeder for helping work the Brighton Beach and Dance Concert events.

2. **PARTS' role in Visual Arts Event (March 10):**

While we cannot sell any food at the event, Ms. Pink has invited us to sell other things if we like, as long as they are in the theme of French Impressionism. **Members are invited to submit ideas.** Given the short time frame until this event, we may only have a table at the event and hand out newsletters/flyers about our upcoming meeting and events. *Further discussion on this will be via email.*

3. **Seussical (March 30-31)**

We will not be involved in the rehearsal dinner, as ASB is handling that. We may sell roses and grams. Nanette will prepare the grams (using the licensed art provided by Ms. Whipp). **We still need a source or ideas to purchase the flowers.**

Dan Mulherin will be arranging the services of the photographer to take pictures of the cast and crew at dress rehearsal which will be available for purchase online. A portion of sales will be donated to RHSA PARTS.

As was done for *Damn Yankees*, Nanette will prepare the ad insert section for the Seussical program, for which RHSA PARTS may sell ads. The form will be posted on our website and Ms. Whipp is distributing the form to all cast and crew members, as well as emailing it to them. The deadline to purchase ads (either personal messages or half or full page ads) is Wednesday, March 7. The pages must be ready to be inserted by March 16. Our cost for 1000 two-sided copies of one original is approximately \$60, so we could potentially make up to \$180 per single page. If we don't sell enough ads, the space is a cost-effective way to reach a lot of parents and can be used by PARTS to promote our April event.

4. **Teacher's Wish List/Goals**

Carol Parker was working on contacting the teachers and developing a list of primary goals for us to focus our fundraising efforts. She was ill and not present. Jamie advised she will report on this soon.

**New Business**

1. **Spaghetti Dinner & Dance (Friday, April 20 at Seal Beach Yacht Club).**

This is a new event, coordinated by Diane Schweitzer, who is a member of the club. This will be a fun, casual event for RHSA families. We will sell tickets to a spaghetti dinner (commercial kitchen on site), and the RHSA Jazz Band will play. We may also have a DJ for kids to dance. Details to be worked out. Volunteers invited to sign up to help on our sheet. We will sell tickets for \$15 or so (reduced price for students) and it will be a family event. In addition, Diane commented that our fundraising base is boosted because the regular club members will be invited to attend and have supported charity events like this in the past.

**Announcements:**

The next meeting is scheduled for Wednesday, March 14, 2012 at Emphasis from 6:30 to 7:30 p.m.

**Adjournment:**

The meeting was adjourned at 8:10 p.m. Minutes compiled by Nanette Davis, PARTS Secretary.

# PARTS MEETING MINUTES

<b>Date:</b>	Wednesday, March 14, 2012	<b>Location:</b>	RHSA Emphasis
<b>Called to order by:</b>	Carlos Leal	<b>Time:</b>	6:30 p.m.
<b>Attendance:</b>	10 (including all 4 board members)	<b>Minutes:</b>	2/15/12 Minutes approved

Carlos Leal called the meeting to order. The Minutes from the February meeting were reviewed and approved.

## Officers' Reports:

### 1. **Treasurer's Report**

Diane Schweitzer provided her written Treasurer's Report, which will be included in the Treasurer file as well a copy placed in the PARTS Binder.

Balance at beginning of period (February 15 2012):	\$909.00
Income (Ad Sales for "Seussical" + donations at Visual Arts event):	\$259.00
Expenses (total):	<u>(\$149.74)</u>
Check to Nanette Davis (reimbursement for candy for gram sales):	\$49.74
Check to Brandon Tisor for caricatures at Visual Arts event:	\$100.00
Checking account balance at end of period - 2/15/12:	\$1,018.26

### 2. **Secretary's Report**

Nanette Davis stated that we officially have 45 members of PARTS.

## Old Business

1. **Recap of Visual Arts Event** - We received \$94 in donations for the caricature artist, Brandon Tisor, and paid him \$100 by check with a \$10 tip. He worked straight through the whole time, doing several pairs of people, and was very enthusiastically received by everyone. Our net cost for this was \$16. We also gained one new member at the event, the Aasness family, who made an additional donation. We handed out flyers about the PARTS meeting and talked to parents about the April 20 event. Our goal was to participate and engage other parents, and in this way it was successful and cost us very little.

### 2. **Seussical (March 30-31)**

a) Roses & candygrams – We voted on a total budget of \$250 for flowers and supplies. Janice's friend is helping us obtain the flowers. Diane will get the ribbon. Nicole volunteered to help wrap on Friday. Nanette to prepare candygrams.

b) Photographer – Dan is handling details to get OK's from teachers for Nancy to take headshots and shoot during rehearsal and the show. We will make \$5 on each CD sold. Dan will help with sales of headshots and CDs at Seussical.

c) Sales of ads/messages in program insert – We sold \$165 in ads and put in two comp ads: one for the April 20 event for us, and one for Domenico's (providing the food for the event)

d) Volunteers – Janice and Nanette to work Friday; Janice and Charlene, Saturday

### 3. **Teacher's Wish List/Goals**

Carol Parker distributed a list of both practical and pricey wishes from the teachers. She also discussed ideas for building bench/planter combinations around the school, and arranging a summer work/clean-up party of parents and students at the school with PARTS providing pizza. Carol also discussed a clarifying mission statement for PARTS. No vote or resolution at this time, but these topics will be discussed in more detail at future meetings.

### 4. **Dinner & Dance (Friday, April 20 at Seal Beach Yacht Club) Fundraiser**

- a) Food – Stacy Evans, a PARTS member and catering manager for Domenico's (and her husband Jeff) are donating food for 100 from Domenico's, including penne pasta with marinara sauce, meatballs, salad, and bread. She will have the food delivered that afternoon.
- b) Ticket prices set at \$15 for adults, \$10 for kids. We agreed to set up payment via Paypal on the RHSAPARTS website.
- c) Jazz Band to play – Diane to discuss with Ms. Hawkins
- d) Silent auction to be discussed by Janice Reeder (see New Business).

### **New Business**

#### 1. **Fundraiser to Save Video Production (silent auction at April 20 event)**

Janice discussed the need for funding to save video production, which has already endured severe cuts. She is partnering with Judy Seal of the Long Beach Education Fund. Janice will be setting up a parent meeting for more discussion. We discussed how Janice will coordinate the silent auction portion of the April 20 event with all proceeds from it to go to save video production.

#### 2. **Proposed election slate for April 18, 2012 meeting**

Carlos will be off the Board soon as his daughter is graduating this June. As the only interim Board member with prior PARTS experience, Nanette would like to run for President. Diane and Dan are both on the bank account as Treasurer and Vice President, respectively. As Dan is the parent of a freshman, it was thought Dan could run for Treasurer and Diane would run for Vice President without having to make changes to the account. The opening for Secretary was discussed, and both Charlene Wynne and Janice Reeder expressed interest in serving, possibly splitting the position's responsibilities. Jamie Parker is currently the Auditor (an appointed position) which he will handle at the end of the financial year (July 31). While we do not currently have designated Committee Chairs, both the Parkers and McGrews have been diligent volunteers with PARTS and it is hoped they will continue to be important members of the extended Board next year.

### **Announcements:**

The next meeting (and election for 2012/2013) is scheduled for Wednesday, April 18, 2012 at Emphasis from 6:30 to 7:30 p.m.

### **Adjournment:**

The meeting was adjourned at 8:10 p.m. Minutes compiled by Nanette Davis, PARTS Secretary.

# **PARTS MEETING MINUTES**

<b>Date:</b>	Wednesday, April 18, 2012	<b>Location:</b>	RHSA Emphasis
<b>Called to order by:</b>	Carlos Leal	<b>Time:</b>	6:30 p.m.
<b>Attendance:</b>	15 (including all 4 board members)	<b>Minutes:</b>	3/14/12 Minutes approved

Carlos Leal called the meeting to order. He introduced our new principal, Quentin Brown, who briefly addressed the parents. Mr. Brown expressed his interest in working closely with our parent group and updated the group on the status of the WASC accreditation report.

Carlos Leal asked for a review of March Minutes, which were approved with no changes.

## **Officers' Reports:**

### **1. Treasurer's Report**

Diane Schweitzer was not present at this point; when she arrived she explained she had not yet prepared the April report, but would submit it, along with the May report at the next meeting.

### **2. Secretary's Report**

We now have 46 official members of PARTS.

## **Old Business**

### **1. Recap of "Seussical" – flowers, grams, photos – March 30/31**

As Diane's report was not available, Nanette offered these figures, which will be verified (or amended) by the Treasurer's report for this period:

Flowers sold: \$357 - \$270 cost = \$87 net profit      Grams sold: \$180 – 0 cost\* = \$180 profit  
(\*previously had reimbursed for Tootsie Pops, and Nanette prepared grams herself)  
Total revenue of \$537 less \$270 cost = \$267 profit

For next time, we only need about 200 grams, and we should reduce our budget for flowers to about 125 to 150 flowers maximum. It worked well to sell single flowers for \$3 and \$5 bouquets that included a free gram. Also, it was a good idea to have separate cash boxes for each revenue center (flowers, grams, photos). Thanks to volunteers Janice, Charlene, Reisha, and Nanette for their help in selling flowers and grams.

For the first time, thanks to parent Dan Mulherin's coordination, we had a professional photographer take headshots, cast shots, and live shots during rehearsals and both performances, which were offered for sale to parents on site, as follows:

Folios (containing headshot and 1 group shot in a folio): \$20  
CD of hundreds of photos taken during performances: \$35  
Both items could be purchased for \$50

PARTS helped coordinate the sales of these items at the show. We will only make \$5 on each CD sold, as we want this service available to parents and have it be worthwhile for the photographer as well. Dan will follow up with delivering the items paid for at the show that were not available at that time (extra cast shots, folios, and photo CDs).



2. **Teacher's Wish List/Goals - tabled**

3. **Dinner & Dance (Friday, April 20 at Seal Beach Yacht Club) Fundraiser**

As of this date, we have pre-sold 49 tickets, most through Paypal. Diane expects about 50 to 60 club members to attend, and we may have other sales at the door. We are also comping the Jazz Band for their meal, so we could easily need to feed up to 150. Stacy Evans, PARTS member and catering manager for Domenico's, arranged for us to purchase the additional meals at cost (\$150). She and her husband Jeff are already donating the food for the first 100 meals. PARTS will receive revenue from ticket sales and our opportunity drawing. The silent and cake auctions will benefit Video Production.

4. **Fundraiser to Save Video Production (silent auction at April 20 event)**

Janice updated the group on the status of her efforts to raise enough funds (about \$35,000) to be able to save RHSA Video Production. Lindsey Hughes discussed the need for a sponsor. A story ran in the Gazette about this, and will be run in the national media as well. There are ongoing meetings (next is Monday, May 7) on this and Long Beach Education Foundation (Judy Seal) has been extremely helpful. All proceeds from the silent auction and cake auction will be held in trust by LBEF for Video Production. Anyone who would like to make a tax-deductible donation can find the link to it on the PARTS website [www.rhsaparts.org](http://www.rhsaparts.org).

**New Business**

1. **Election for 2012/2013 Officers**

A vote was held and the following officers have been elected:

President: Nanette Davis  
Vice President: Diane Schweitzer  
Treasurer: Daniel Mulherin  
Recording Secretary: Charlene Wynne  
Activities Secretary: Janice Reeder

2. **"Member at Large" Volunteer Positions**

There was preliminary discussion but, due to time constraints, no resolution on creating "member at large" positions to recognize the special contributions of members regularly involved in helping plan and carry out events who may not want to run for Board positions. In addition, this position would also identify members who want to lead smaller projects and are willing to gradually prepare to run for vacated Board positions, so PARTS can be sustained by a growing group of both types of experienced volunteers.

**Announcements:**

1. Seal Beach Yacht Club event – Friday, April 20 – Tickets \$15 adults, \$10 students
2. Last general meeting is Wednesday, May 16, 2012. The meeting will mark the transition to the new Board, vote for expenditures, and initial planning for late summer/early fall events. The meeting is 6:30 to 7:30 pm in Emphasis.

**Adjournment:**

The meeting was adjourned at 8:10 p.m. Minutes compiled by Nanette Davis, PARTS Secretary.

## PARTS MEETING MINUTES

Date:	Wednesday, May 16, 2012	Location:	RHSA Emphasis
Called to Order by:	Nanette Davis	Time:	6:30 p.m.
Attendance:	13 (including 4 of 5 Board Members)	Minutes:	4/18/12 Minutes Approved

1. **Approval of April Minutes:** Nanette Davis called the meeting to order. Nanette Davis asked for a review of April Minutes, which were approved with no changes.

2. **Interim Officer's Final Reports:**

- a. Treasurer's Report: Diane Schweitzer was not present; but she provided her written Treasurer's Reports for 3/14/12 thru 5/8/12.

Balance at the beginning of period (3/14/2012):			\$1,018.26
<b>Income:</b>			
3/20/12	Pay Pal	.09	
4/2/12	Seussical	785.00	
4/2/12	Seussical	587.00	
4/16/12	Pay Pal (Dinner)	126.54	
4/18/12	Pay Pal (Dinner)	248.19	
Total Revenue Deposited:		\$1746.82	\$1,746.82
<b>Expenses:</b>			
4/04/12	Returned item	35.00	
Check #07	Nanette Davis/Seussical	41.33	
Check #05	Janice Reeder/Flowers	270.00	
Check#06	Nancy Hickey/Photos	810.00	
Total Expenses:		\$1156.33	-\$1,156.33
Checking Balance at end of period (4/18/12)			\$1,608.75

Balance at the beginning of period (4/18/2012):			\$1,608.75
<b>Income:</b>			
5/01/12	Dinner	50.00	
4/19/12	Dinner	1553.00	
4/19/12	Pay Pal	215.00	
4/19/12	Deposit/District Wine	165.00	
Total Revenue Deposited:		\$1983.00	\$1,983.00
<b>Expenses:</b>			
4/20/12	Check #08 Domenicos	150.00	
5/3/12	Check #09 Nanette Davis / Reimb.	10.0 0	
5/3/12	Diane Schweitzer / Dinner & Admin Day	156. 87	
Total Expenses:		\$316.87	-\$316.87
Checking Balance at end of period (5/8/12)			\$3,274.88

- b. Secretary's Report: Nanette reported that PARTS has 46 members as of today.

### **3. Old Business:**

- a. Recap of Seal Beach Yacht Club Dinner & Dance - \$1,700 profit for PARTS; \$2,000+ for Video Production program.
- b. Update on Save Video Production effort – Next event is the film festival on May 19<sup>th</sup>.
- c. Recap of District Wine – Ruffled off three bottles of wine; made \$105 from the raffle. Discussed turning this event into a PARTS get together rather than a fundraiser.
- d. Admin Professionals Day – Gift cards were purchased and given to the office staff; the gifts were well received and appreciated.

### **4. New Business:**

- a. Approved amendments to By-Laws revising the Board position of Secretary to split the Secretary duties into Recording Secretary and Activities Secretary and added a “Member At Large” volunteer position for those who consistently participate with the Board in planning committee projects and/or helping at events, but do not want exclusive responsibility as chair nor to run for office, or who may want to serve as a key participant in Board planning and learn PARTS processes and procedures to be prepared to eventually run for vacated Board positions.
- b. Discussed membership application change from dues to donation in order to increase membership and get parent information more easily. A vote approved the change from “dues” to “donation” on the PARTS membership application. It was suggested that we add membership levels based on donation levels Gold Member, Silver Member; there was general consensus that this was a good idea to encourage and reward support from members.
- c. PARTS Scholarship Essay Contest – volunteers for the Scholarship Committee include: Nanette Davis, John Wilson, Suzan Gridley (educator), Chuck Grafft, Robin Frenette, Maria McGrew. Applications are due May 18, 2012. A budget of \$750.00 was voted on and approved for scholarships.
- d. Proposed Expenditure of PARTS funds raised - votes taken and recorded for each one:
  - i. Teacher Supplies: It was decided to budget \$1500 for next year's needs, including teacher supplies. Nanette introduced a teacher wish list website to Ms. Whipp as a potential means of teachers listing their supply needs so that PARTS members can donate items.
  - ii. Jazz Band: It was decided to provide \$500 to the Jazz Band for festival transportation.
  - iii. Scholarships: It was proposed to provide \$750 for three scholarships of \$250 each; PARTS will give gift cards scholarship applicants not selected for an award. However, the final number and amounts will be recommended by the Scholarship Committee, as we do not know how many applications will be received.
- e. Summer Campus Beautification Day – August 25 - Carol Parker was not at the meeting; so this item was not discussed. The McGrews are interested in helping with this.
- f. PARTS first meeting for fall 2012 – It was decided that Wed. September 19 would be the first PARTS meeting of the new school year.
- g. Open House – May 23<sup>rd</sup>, Ms. Whipp said it is okay for PARTS to set up a table to sell baked goods and water.
- h. June 4<sup>th</sup> – Arts Awards – PARTS will award its scholarship at this awards ceremony. PARTS will also provide refreshments (not a fundraiser).

5. Announcements:
  - a. RHSA Film Festival – May 19, 2012 at 6:00 p.m.
  - b. PARTS Board Fall Planning Meeting to be scheduled soon; check PARTS website for date: [www.rhsaparts.org](http://www.rhsaparts.org)
  - c. Quentin Brown shared information about the school schedule for next year in which there will be six classes on a traditional bell schedule. There will be some cuts to classes.
  - d. Christine Whipp announced that WRAP was not awarded a grant for 2012-13. WRAP funds assisted with costs of the musicals such as the \$1500 in funding for costuming this year.
  - e. Christine Whipp informed the members that the District pays the cost of renting one facility to hold the musical each year. The school pays the facility costs for the second musical held each year. The cost is typically about \$13,000.
  
6. Adjournment: The meeting adjourned at 7:55 p.m. Minutes compiled by Charlene Wynne, PARTS Recording Secretary.