

Penn-Trafford High School
Drama Guild Parent Association Meeting
Oct. 23, 7:00 pm

-Call to Order at 7:04pm

-Treasurer's Report-Anita Posner

-Budgets/Reimbursement-

-overview of the account \$28,488.10; three checks went out; now have our Game of Chance renewal; our budget now currently at \$29,038.10

-our Budget is VERY preliminary and all ready changing; yard signs we got a Sponsor so we are Saving \$159; net income is showing a negative, but we do not have our fundraiser total For Panera in yet

-an approval for the Treasurer Report-Melissa Conte and Karen Long

-making a basket for Make a Wish to donate

-Secretary's Report-Bernadette Hensler

-T-Shirts-Kelly/Bernadette

-Approval for last meeting's Meeting Minutes-Tracey Laspina and Wendy Dietz

-the T-shirt store is open until Oct. 25

-if you are working a show, would be a good idea to purchase a shirt

-will send out a Remind when they are in and they will be given to your kids to bring home

-Drama Guild Sponsor-Jen Haberberger

-sent out Romeo and Juliet News last week in a Remind text

-This document contacted information regarding rehearsals and upcoming events

-as the days go by, things will get blacked out letting you know they are done

-for Costumes, stressed to the kids that costumes they brought in to wear for the show will NOT Be able to be worn until after the show. Everything NEEDS to stay here.

-Deck and Stage crew-this show is set to be moved by the actors; the spotlight is an actor; not a Lot of crew positions for the show; kids that will be chosen to be on crew by the Committee Chair, we are giving them the option to be Ushers for the show. They will be Fed during both shows and will receive community service hours

-As Covid is coming back and everyone is getting sick, we are asking kids to stay off the phones Head to bed at night

-TECH WEEK IS MANDATORY; PERFORMANCES ARE MANDATORY!!!! Please do not ask to miss A tech week rehearsal or performance

-PLEASE check the calendar with your kids to make sure you are aware of upcoming events

-All call times are on the Romeo and Juliet News for the days of the shows. NO KIDS ARE ALLOWED TO LEAVE DURING THE SHOW

-Tear down is Monday, Nov. 13, 2023

-On the calendar are all the dates for anyone interested in the Spring musical. Please check The November Calendar

-PTTV does a Make a Wish basket and every organization in the high school is suggested to Donate

-everything is coming together, but we have A LOT to do.

-Nov. 10 there is **NO SCHOOL**

-Business Manager-Karrie Gutwald

-CLEARANCES!!!!

-Thank you to the parents who sent their clearances

-Clearances NEED to be turned in to do anything with the Show

-Director-Tom Bekavac

-Drama Staff Positions-Updates

-Costumes-Jen Coles

-a lot of things to still tag

-not everyone has turned in their teen outfits

-please remember all costumes brought in STAY in the costume room

-Hair/Makeup-Janine Hribal

-12 girls have volunteered; they have divided up the cast among the 12 of them

-started doing their tutorials today on the boys and will start the girls next week

-Props-Wendy Dietz

-don't have a ton for the kids to make this year; made some awards and books

-have some set decoration when they are done with the few props

-have some very creative kids this year

-Ticket Sales-Backstage-Ashley Temple

-tickets are not presale; all \$7; not a specified seat; everyone working the show HAS to
Buy a ticket

-Sets-Rob Gutwald

-everything is progressing and coming together; minor things we still need to work on

-Painting-Ed Bostedo

-there's a lot still to paint

-the main thing was getting the panels on the stage set, but Ed said he will get it done

-Parent Association Committee Positions

-Gift table-Karen Longo-Items for sale at shows

-things are coming along; Thank you for everyone who has volunteered to help

-anyone with leftover Halloween candy who is willing to donate, we would
Appreciate

-Photography-will be taking pictures during Tech Week rehearsals plan a flash drive for
Purchase

-Paulette is going to as many meetings to get pictures of the kids in action

-we are looking to get a flash drive to purchase all the pictures

-we will need to look for someone for next year to take pictures

-Mrs. H is no longer doing Headshots so we will need someone to take
Headshots

-Concession Stand-Melissa Conte-need more volunteers for the shows

-could use a few more people to sign up to help during the shows

-Chaperones/Security-Charles Mills-during all shows

-could use maybe one person per show

-Ushers-Christine Goldsworthy-CAP usher schedule and manage backstage gift bags for
the kid

-may need to purchase a few more bags to get every cast and crew member a
bag

-50/50 Raffle-Gary and Amy Freilino-during all shows

-Amanda Woy taking over the 50/50 taking over for next year

- Publicity-Charles Mills
 - signs have all be put out. Posters are coming in Wednesday. We will hand those To the kids to hand out
- Fundraising-Amy Blystone and Tracey Price-Panera did well; find out next week
 - our Panera fundraiser was VERY successful!
 - should know our total by Wednesday or Thursday this week
 - we received 20% of their sales
 - next Fundraiser is at Applebees on Tuesday, Nov. 14, 2023** (all day)
- Trunk or Treat-**this Thursday, Oct. 26**-anyone can donate candy before Thursday
 - Contact Anita Posner at 412-251-6462 (text)
 - over 400 kids registered to attend, but people can still walk in
 - can still donate any candy until Wednesday
 - we have two girls from MakeUp who plan to dress up and pass out candy
 - Thank you to Steve Paulone for stepping up and helping with Trunk or Treat

-New Business:

- T-Shirts sales-sales end **Wednesday, Oct. 25**
- Show day sign ups-please sign up; hours count towards the invite for the Banquet after the Spring Musical
- Activity fees-if activity fee was not paid, no T-Shirt will be ordered
- Donations of water for the cast/crew to use during current practices-small bottles preferred
 - we do ask the kids to have refillable water bottles, but we do like to have small Water bottles to disburse
 - remind the kids to bring their water bottles to practice and the shows
- If you haven't done so already, join our Remind group @romparents to 81010
- Cast Party-Saturday, Nov. 11-NEED VOLUNTEER TO HOLD-kids and parents supply food and Drinks
 - Cast party is usually held by a Senior parent, but it doesn't have to be. Please let Us know if you are willing to host this
- Next Fundraiser is Nov. 14, 2023 at Applebees in North Huntington;** they give us 15% back in Profits
- Food between the shows are Giant Eagle Chicken strips, Giant Eagle Mac n Cheese, a salad, and A ice cream party with hot chocolate, whipped cream, sprinkles, oreo cookies
 - IF there are any allergies, please let us know

Next Parent Meeting: Jan. 2, 2024

Motion to adjourn by Melissa Conte and Charlie Mills
Adjournment at 7:37pm