

**Painted Rock Academy's Organization of Parents (P.R.O.P.)**

**Monthly Meeting Minutes**

**January 7<sup>th</sup>, 2021**

In Attendance:

**Executive Governing Council:**

- Elizabeth Brown- President
- Claudia Mocan - Treasurer

**Committee Chairpersons:**

- Amber Murtagh- Athletics

**Members:**

Not applicable.

**Administration:**

- Principal Bauer
- Mrs. Sommerfield

The meeting was called to order at 8:35 AM via online Zoom conference.

**Administrator Report:**

Principal Bauer had nothing to report this month.

**President Report: Elizabeth Brown**

Elizabeth Brown reported on the upcoming Virtual Fundraiser. She met with the Get Movin' representative since PROP paid for access to this fundraising platform last year. We are planning on holding the virtual Move-A-Thon from March 1<sup>st</sup>-12<sup>th</sup> leading up to Spring Break. We are going to try and make the fundraiser similar to the usual Fun Run except it will be all virtual. Elizabeth explained that instead of a Fun Run, we would make a Bingo card for the kids with different movements or activities in each box that they can earn prizes or raffle tickets from. Elizabeth asked Mr. Bauer if there was anything specific that we should be raising money for. Mr. Bauer said that Technology was obviously a big need this year but the school has a budget for this. He couldn't think of anything else on the spot. Someone suggested raising money for a band program, but Elizabeth said that it would be hard to raise and hold funds for a program that was not yet in existence. Mr. Bauer mentioned putting more money towards the Marquee fund. Elizabeth asked Claudia if she thought we should accept cash & checks or keep it all online. Claudia said it would be a good idea to give parents the option of paying with cash or check. PROP gets to keep 100% of cash & checks given, but we have to pay a fee for credit cards.

**Vice President Report: OPEN**

Nothing to report.

**Secretary Report: Elizabeth Kiss**

Elizabeth Kiss was not in attendance. The December meeting minutes were emailed out, but there was not a quorum present at this meeting to hold a vote.

**Treasurer Report: Claudia Mocan**

Claudia Mocan reported on the deposits over the last month. Elizabeth Brown and Claudia reported on the reconciliation report and that something was off on the Quicken program because the beginning balance in December did not match the ending balance in November. The account was manually adjusted to match the bank statements. Elizabeth & Claudia could not figure out why that error occurred. Claudia also reported that they had to pay more to the accountant this year because she had to file more forms due to the large amount gifted to the school at the end of last year.

**The following reports were given by committee chairs:**

- **7<sup>th</sup>/ 8<sup>th</sup> Grade Activities- Lyssa Walter**

Mr. Bauer said that we need to make sure that T-shirts get ordered soon.

- **Staff Appreciation- OPEN**

Amber Murtagh had an idea for Staff Appreciation in May. She thought it would be a good idea to organize a Drive-By Parade for students to come with Signs/ Flowers/ Gift Baskets/ etc. to show their appreciation for their teachers. Elizabeth asked Amber to go ahead and organize this event since we do not have a Staff Appreciation chairperson. Amber agreed.

**The floor was opened discussion:** Elizabeth invited those in attendance to stay after to discuss more details of the Virtual Fundraiser.

The meeting was adjourned by Elizabeth Brown at 8:51 AM.

Respectfully submitted,

Elizabeth Brown, President

Painted Rock Organization of Parents