



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

**Monthly Meeting Minutes**

**July 9<sup>th</sup>, 2020**

In Attendance:

**Executive Governing Council:**

- Elizabeth Brown- President
- Stephanie Armentrout- Vice President
- Claudia Mocan- Treasurer

**Committee Chairpersons:**

- Jenifer Lovejoy- Volunteer Communication
- Amber Murtagh- Athletics
- Lyssa Walter- Major Fundraising
- Heather Ramon- Student Recognition

**Members:**

Jennifer Steere, Jeanette Pemberton, Renee Phillips, Deanna Clark

**Administration:**

Mrs. Harper

The meeting was called to order at 9:06 A.M. via online Zoom conference.

**Administrator Report:**

Mrs. Harper spoke about the upcoming school year with all the changes due to COVID-19. The start date is currently set for August 17<sup>th</sup>. Students will have the option to attend school in person or remotely. In school sessions will be held from 8 A.M. – 1 P.M. with a staggered release from 1 P.M. -2 P.M. From 2 P.M. – 3 P.M., teachers will meet with remote students via Google classrooms. More details for remote learning are still being worked on. Before and after school care will still be available. The school is working on getting a state license for this program. The school will try to keep all classes as separate as possible, which will include eating lunch in classrooms and having separate recesses. Special

area teachers may possibly rotate between classrooms, but with the shortened class time, the focus will be on the core subjects. For the older grades, teachers will rotate classrooms instead of students. The maintenance crew will be focused on cleaning and sanitizing, especially the bathrooms. Hand sanitizer has been purchased in bulk. In a parent survey, the school found that an estimated 85% of families are planning on attending in-person school.

Renee Phillips presented the option of using clear plastic face shields instead of cloth masks, which offer a variety of benefits. Mrs. Harper will discuss with the board. PROP could sell personalized Painted Rock shields for a fundraiser and offer free shields to teachers.

Parents are not permitted to be in the school building to avoid unnecessary spreading of germs. It was discussed that possibly one person at a time can be in the PROP room for important PROP business only.

#### **President Report: Elizabeth Brown**

PROP is working on having more of an online presence with the limits of not being on campus. Waiting for administration to approve a PROP website which would be separate from the school's website, but still linked.

Lyssa suggested looking at PTO Today for suggestions and ideas for virtual fundraisers and activities.

It was suggested to use the Discord App for separate committees to meet and discuss.

The beginning-of-the-year PROP packets need to be re-vamped for this school year with so many changes.

Fundraisers will need to be almost completely virtual.

#### **Vice President Report: Stephanie Armentrout**

Nothing to report

#### **Secretary Report: Jen Thurber**

Jen was not present. Elizabeth asked for a motion to approve the March 2020 meeting minutes. Jenifer Lovejoy motioned; Stephanie Armentrout seconded the motion. All were in favor.

#### **Treasurer Report: Claudia Mocan**

Claudia had the reconciliation reports for the past several months available for anyone wanting to see them.

Claudia reported that the bank balance as of June 30<sup>th</sup> was about \$43,390.00, but there are still checks waiting to be cashed. According to the bylaws, we are only supposed to carry over \$10,000.00 to the next fiscal year. However, with the unprecedented closures and the uncertainty of the coming year, it was agreed that having this overage would be good.

There was discussion on spending. Some suggested limiting our spending this year with fundraisers being uncertain. Others suggested spending as much as we can to help the students and teachers with technology or other needs related to remote learning. A few suggestions were made to promote fun for

the students such as classroom balls or playground equipment (so they would not have to be shared with other classes).

Claudia will be working on the 2020-2021 Budget. Chairs were asked to let her know of any concerns or changes to be made within their committee budgets.

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

**1. Special Events- Jana Nielsen**

Jana was not present at the meeting. In person Fall Festival will be cancelled this year.

**2. Major Fundraising- Lyssa Walter (including Commission Based Fundraising)**

Mural update: it will take around 1 week to complete a mural in the MPR. A decision still needs to be made about what the mural will look like. A sketch needs to be submitted to administration for approval. We discussed holding off on doing the mural for now.

Fun Run: in-person fall fun run will be cancelled. We discussed other ideas such as a Read-a-Thon, a virtual race or "Do Your Thing" fundraiser that can use the same Get Moving online platform. The Fundraising committee will have another virtual meeting next week to discuss more details such as prizes.

Family Fun Nights can be modified this year to include drive-thru restaurants.

**3. Hawk Pride- Sherry Ehmry**

Sherry was not present at the meeting. We will not be able to have used uniform sales until parents are allowed back on campus. An online payment platform will be needed to do Spirit Shirt sales.

**4. Student Recognition- Heather Ramon**

Heather wanted to remind everyone to be kind and encouraging to each other and to teachers and staff during this time because it is hard for everyone.

Although the traditional Caught Being Good is cancelled, Heather wanted to brainstorm other ideas to provide fun and incentives for the kids. Ideas included giving the teachers money from the Caught Being Good fund to buy prizes or providing a mobile cart with prizes. It was suggested to send a survey to teachers to find out what they would want.

**5. Library Committee- Victoria Bogat**

Victoria was not present at the meeting. Heather did not have exact figures from the Spring Book Fair (which was online only), but she said it did not do well. Scholastic did not have a very good handle on things and there was very little promotion for the event. The Fall Book Fair will be online only and will hopefully be better.

**6. School Program Support- OPEN**

There was a question on lockdown kits- how can we do them without being on campus? Answer is yet to be determined.

**7. Volunteer Communications- Jenifer Lovejoy**

Jenifer needs to have more online volunteer hour tracking and suggested getting rid of paper forms altogether. Having our own PROP website would help with this.

**8. Staff Appreciation- OPEN**

Teachers and staff were given gifts in May (tumblers/ gift cards) even though school had been cancelled.

**9. Athletics- Amber Murtagh**

Turkey Trot will be cancelled this year, but Amber will be working on creating virtual activities as a replacement. It was suggested to use other companies such as Ju Jitsu. The PE teacher could also send home ideas. We could do a fundraiser where families could buy “sessions” of yoga or other online classes. We could use the PROP Facebook page to do live programs or use Zoom.

**10. 7<sup>th</sup>/8<sup>th</sup> Grade Activities- Angie Sanich**

Angie was not present at the meeting but reported that they spent \$100 per kids on gift cards for 8<sup>th</sup> grade graduation.

**The floor was opened discussion:**

Next PROP Zoom meeting: August 6<sup>th</sup> at 9 A.M.

The meeting was adjourned by Elizabeth Brown 10:55 A.M.

Respectfully submitted,

Elizabeth Brown

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