

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

Monthly Meeting Minutes

July 1st, 2021

In Attendance:

Executive Governing Council:

- Elizabeth Brown- President
- Claudia Mocan- Treasurer

Committee Chairpersons:

- Jenifer Lovejoy- Volunteer Communications (joined late virtually)

Administration:

- Mrs. Harper

In-Person Members:

Becca Diaz, Jenna Andrade

Zoom Members:

Gianna Haddad, Neeharika Karumanchi, Rupa Gowd Edigai, Tiffany Lage, David Iara, Lalitha Email, Tamara Garza, Danielle Phillips, Colleen Hubbard (school receptionist), Karen Sommerfield (school secretary)

The meeting was called to order at 8:34 A.M. All commenced in the Pledge of Allegiance.

Administrator Report:

Mrs. Harper reported that the school has been doing summer hiring and has filled all open teaching positions. They are still looking to hire more aides. The coming school year will have masks optional, not required. Sports should also be back to normal. A decision will be made at the Reid board meeting on the evening of July 1st as to whether the school will remain hybrid (with an option for in-person or online learning) or return to in-person only. Mrs. Harper mentioned that the percentage of parents who wanted an online learning option was very low.

President Report: Elizabeth Brown

Elizabeth reported on the following topics:

- The EduKit school supplies will be delivered to the school by the end of July for parents that ordered them.
- There have been discussions in the past about having evening PROP meetings for parents who cannot attend in the morning. Elizabeth proposed an idea about having quarterly PROP Zoom meetings in the evening in addition to the normal meetings. These would not be official meetings but would be more of a summary of PROP happenings to keep parents up to date. The consensus was positive, and all seemed to be in favor of the idea.
- The people that are taking new chair positions will officially begin on August 1st. The incoming chair people are as follows:

- Lyssa Walter- School Program Support
- Danielle Phillips- Library Committee
- Tamara Garza- Staff Appreciation
- Becca Diaz- Hawk Pride
- Jenifer Lovejoy- Volunteer Communications (continuing)
- Claudia Mocan- Treasurer (continuing)
- Elizabeth Brown- President (continuing)
- Elizabeth Kiss- Secretary (continuing)

Open committees:

- Vice President

- *Major Fundraising*
 - *Commission-based Fundraising*
 - *Special Events*
 - *Athletics*
 - *Student Recognition*
 - *8th Grade Activities*
- Upcoming calendar events include Meet the Teacher on July 30th, the First Day of School on August 5th, and the next PROP meeting on September 2nd.
 - PROP will need volunteers at the Meet the Teacher night (2 P.M. - 4 P.M.) to sell used uniforms, spirit shirts, pass out flyers, and possibly recruit volunteers.
 - Elizabeth talked about having all of the PROP information available on the PROP website (propaz.org) so fewer flyers and handouts need to be printed and distributed for the beginning of the year.

Secretary Report: Elizabeth Kiss

Elizabeth Kiss was not in attendance. The minutes from the May PROP meeting were not completed and available. There was also not a quorum for voting. Elizabeth Brown said that an email would go out to vote at a later date.

Treasurer Report: Claudia Mocan

Claudia reported that PROP has \$19,028 in the bank with another \$448 to be deposited soon. Per PROP Bylaws, we are to carry over no more and no less than \$10,000.00 to the next Fiscal Year (which begins August 1st). Claudia also reported that she and Elizabeth Brown are still working on the proposed 2021/2022 Budget which will be email out for a vote once complete. She also has the reconciliation report available for review.

To spend the excess \$9,476, the following ideas were proposed:

- Personalized Large Door Mat (with PRA name/ logo)- suggested by Mrs. Harper. Cost around \$500
- Recycling bins for in the classrooms/ recycling dumpster- suggested by Mrs. Harper who needs to look into the details. Not sure if there is a cost.
- Gift Cards to incentivize teachers who decide to become Spalding certified- suggested by Mrs. Harper. Not sure of cost.
- Updates to the Teachers Lounge to include new chair covers, pictures, plants, small couch, and lamps. Suggested by Mrs. Harper. Not sure of cost.
- New Spirit Shirts to include the phrase "Celebrating a Decade of Excellence"- suggested by Mrs. Harper. Cost would come out of Hawk Pride budget for Spirit Shirts.
- Donations of books and games for Boulder Club- suggested by Mrs. Harper. No cost. Would just need some active advertising. Someone suggested asking for donations at the Book Fair.
- *Off Topic*- someone asked about spraying for ants. Mrs. Harper said that they have monthly pest control, but she would have maintenance look into the ant issue.
- A new PROP room computer, an updated Quicken program, & printer because the current ones are old and starting to have issues- suggested by Claudia Mocan. Cost TBD. Colleen Hubbard offered a donation of a printer that she had given to her.
- A mini fridge for the PROP room to store cold items for meetings & events- suggested by Claudia Mocan. Cost TBD.
- A small safe to secure money- suggested by Claudia Mocan. Cost TBD.
- A Keurig coffee make for the PROP room- suggested by Claudia Mocan. Cost TBD. Both Danielle Phillips and Jenna Andrade said they would see about possibly donating an extra one.

Suggested items will be emailed out for a vote on spendings.

Elizabeth Brown did mention that \$2000 of the \$9000+ will go to Reid toward the Marquee fund.

The following reports were given by committee chairs:

- **Library Committee- OPEN**

Karen Sommerfield asked about upcoming Book Fair Dates. Elizabeth said that she would email Mrs. Sommerfield and the incoming chair person, Danielle Phillips, to touch base about the Book Fair.

- **7th/ 8th Grade Activities- Lyssa Walter**

Mrs. Harper gave an update on the 2021 8th grade promotion. She said that everything went well. It was held in the school parking lot. Students came up on the risers one at a time to get pictures taken and parents & teachers watched from the parking lot.

The floor was opened discussion:

Elizabeth Brown mentioned that the new benches for the basketball court were finally installed in May (over a year after purchase).

Someone asked about setting up a day or days to come in and clean up the PROP room. Elizabeth said she would figure out a day and email everyone the information.

The meeting was adjourned by Elizabeth Brown at 9:18 AM.

Respectfully submitted,

Elizabeth Brown, President

Painted Rock Organization of Parents

****EDITED TO ADD THE FOLLOWING E-MAILED VOTES AFTER THE MEETING ****



PROP- Painted Rock Organization of Parents <propazpresident@gmail.com>

Call for VOTE

8 messages

PROP- Painted Rock Organization of Parents <propazpresident@gmail.com>

Wed, Jul 14, 2021 at 8:39 PM

Hello 2020/2021 PROP Council,

Since your term is not up until the end of this month, I need to call for a couple of votes so we can get this business completed this fiscal year.

(I am also including the 2021/2022 Council to be included in the discussion, but not the voting)

VOTE #1: Expenditures

I would like to call for discussion & a motion to vote on the following expenditures to total **\$9,475** that needs to be spent before 7/31/2021

\$3,625.00 to be given to Reid for the **Marquee fund**

\$5,100.00 To be given to **Painted Rock Academy** with the following earmarks:

- \$600.00... Door Mat with school logo
- \$2,500.00... Updates for Teacher Lounge
- \$1,000.00... Technology needs, as needed
- \$1,000.00... Sports equipment, as needed

\$750.00 to be used for **PROP room** needs:

- \$600.00... New Computer for PROP room
- \$150.00... Mini fridge
- \$100.00... Small Safe

VOTE #2: Budget

I would like to call for discussion & a motion to vote on the attached "Proposed 2021-2022 Budget". Please review before voting.

Please "REPLY ALL". I will need someone in the 2020/2021 Council to make a motion on both items, then someone else to second the motion on both items, and at least 2 additional "yes" votes.

If there is discussion & a general consensus to changes needed on either vote, I will send a new email for a new vote.

Once we get the votes, we can get the money spent.

Thank you all for your time on this!

--

Elizabeth Brown

PROP President

propazpresident@gmail.com

Follow us on [Facebook!](#)

Elizabeth Kiss <erzebet.rose.kiss@gmail.com>

Wed, Jul 14, 2021 at 8:50 PM

I make a motion on both items and agree with how the funds will be spent.

[Quoted text hidden]

lyssaw3 <lyssaw3@yahoo.com>

Thu, Jul 15, 2021 at 7:32 AM

I'll second and vote yes to both

Lyssa Walter

206-779-1602

Lyssaw3@yahoo.com

[Quoted text hidden]

Danielle Phillips <daniellephillips9@yahoo.com>

Thu, Jul 15, 2021 at 9:40 AM

I vote Yes. -Danielle Phillips

[Sent from Yahoo Mail on Android](#)

PROP Volunteer <volunteerprop@gmail.com>

Thu, Jul 15, 2021 at 11:53 AM

I vote yes for both Items 1 and 2.

Sincerely,

Jenifer Lovejoy
PROP Volunteer Communications
<https://paintedrockacademy.com/prop/>

[Find Us on Facebook at Painted Rock Academy Parents](#)

Remember to track your volunteer hours at
<https://paintedrockacademy.com/prop/volunteer-time-log/>

[Quoted text hidden]

PROP- Painted Rock Organization of Parents <propazpresident@gmail.com>

Fri, Jul 16, 2021 at 10:56 AM

Hey everyone, thanks to those who replied! We just need one more "yes" vote from the 2020-2021 Council.

Thank you,
Elizabeth
[Quoted text hidden]

Amber Murtagh <amber.murtagh07@gmail.com>

Fri, Jul 16, 2021 at 10:57 AM

I vote yes
[Quoted text hidden]

PROP- Painted Rock Organization of Parents <propazpresident@gmail.com>

Fri, Jul 16, 2021 at 10:58 AM

Wonderful! We have a majority vote!
Thank you all!
[Quoted text hidden]



PROP- Painted Rock Organization of Parents <propazpresident@gmail.com>

CALL FOR VOTE- Vice President position

10 messages

PROP- Painted Rock Organization of Parents <propazpresident@gmail.com>

Mon, Aug 9, 2021 at 2:14 PM

To: PROP Chairs 2021-2022 <prop-chairs-2021-2022@googlegroups.com>, Jenna Andrade <jtully.xoxo@gmail.com>

To PROP 2021-2022 Council:

I would like to call for a motion and a vote to elect Jenna Andrade to Vice President. This is her first year at the school but she is ready to jump right in and help fill in the gaps where needed. She has a 1st grade daughter in Ms. Loreto's class along with an 11 month old son.

Please REPLY ALL to vote.

The FIRST RESPONSE should be a motion to Elect Jenna Andrade as Vice President of PROP.

The SECOND RESPONSE should be a "second" to the motion.

All subsequent responses should be either a "yes" or "no" vote to elect Jenna.

Feel free to also respond with any questions for Jenna, who is included on this email.

Thank you,

--

Elizabeth Brown

PROP President

propazpresident@gmail.com

Follow us on [Facebook!](#)

Elizabeth Kiss <erzebet.rose.kiss@gmail.com>

Mon, Aug 9, 2021 at 2:16 PM

Motion to Elect Jenna Andrade as Vice President of PROP, by Elizabeth Kiss.

Tamara GARZA <TGarza@e3displays.com>

Mon, Aug 9, 2021 at 2:17 PM

Yes!

Elect Jenna Andrade as Vice President of PROP

Best Regards,

Tamara Garza | Principal Accountant

602-288-9758 x34 Office Direct | 480 -689-1183 Mobile | TGarza@E3Displays.com | www.e3displays.com

Claudia Mocan <claudiacomsa9@gmail.com>

Mon, Aug 9, 2021 at 2:42 PM

Yes

Sent from my iPhone

Becca Diaz <becca.m.diaz@gmail.com>

Mon, Aug 9, 2021 at 4:49 PM

I second the motion to elect Jenna Andrade as Vice President

Danielle Phillips <daniellephillips9@yahoo.com>

Mon, Aug 9, 2021 at 6:30 PM

I vote Yes to elect Jenna - Danielle Phillips

[Sent from Yahoo Mail on Android](#)

lyssaw3 <lyssaw3@yahoo.com>

Mon, Aug 9, 2021 at 7:33 PM

I vote yes

Lyssa Walter

206-779-1602

Lyssaw3@yahoo.com

PROP Volunteer <volunteerprop@gmail.com>

Mon, Aug 9, 2021 at 7:35 PM

I vote Yes. Welcome to PROP Jenna

Sincerely,

Jenifer Lovejoy

PROP Volunteer Communications

<https://paintedrockacademy.com/prop/>

[Find Us on Facebook at Painted Rock Academy Parents](#)

Remember to track your volunteer hours at

<https://paintedrockacademy.com/prop/volunteer-time-log/>

PROP- Painted Rock Organization of Parents <propazpresident@gmail.com>

Tue, Aug 10, 2021 at 8:55 AM

Thank you all for your votes; the motion to elect Jenna Andrade to Vice President has been passed with a unanimous vote. Welcome, Jenna!

[Quoted text hidden]



PROP- Painted Rock Organization of Parents <propazpresident@gmail.com>

CALL FOR VOTE- Increase Spirit Shirt Expense Budget

9 messages

PROP- Painted Rock Organization of Parents <propazpresident@gmail.com>

Mon, Aug 30, 2021 at 10:21 AM

To: Becca Diaz <becca.m.diaz@gmail.com>, Claudia Mocan <claudiacomsa9@gmail.com>, Danielle Phillips <daniellephillips9@yahoo.com>, Elizabeth Kiss <erzebet.rose.kiss@gmail.com>, Jenifer Lovejoy <jlovejo@gmail.com>, Jenna Andrade <jtully.xoxo@gmail.com>, Lyssa Walter <lyssaw3@yahoo.com>, Tamara Garza <tamara_garza@hotmail.com>

To the 2021/2022 PROP Council:

This year we ordered new Spirit Shirts: "Celebrating a Decade of Excellence". We are nearly sold out of these ones that were in inventory (ordered at the beginning of August) and we have several pending parent orders. We would like to place a new order for these "Decade" shirts. This order would cover the parents orders that we have plus a handful of extras. Once these "Decade" shirts are gone, we will start selling the plain spirit shirts again. Here are the financials:

Spirit Shirt ACTUAL income:

- \$730.00 cash sales from Meet the Teacher
- \$930.00 credit card sales from Meet the Teacher
- \$780.00 (and counting) in cash/check received in orders after start of school
- TOTAL ACTUAL INCOME YTD: \$2,440.00 (and counting)

Current Expense Budget: \$1,500.00

Spirit Shirts already ordered (ACTUAL EXPENSE): \$987.17

New Order (Pending Vote): \$858.86

I am asking for a motion for a vote to increase our current Spirit Shirt expense budget to \$2,000.00 (a \$500 increase) to cover this new shirt order.

As you can see, our income from Spirit shirts has already more than covered this budget increase.

Let me know if you have any questions. **Otherwise, please REPLY ALL: 1st reply should be to make a motion to increase the budget as requested above. 2nd reply should be to "second the motion." All subsequent replies should be a "yes" or "no" vote on the motion.**

Thank you!

--

Elizabeth Brown

PROP President

propazpresident@gmail.com

Follow us on [Facebook!](#)

Jenna Andrade <jtully.xoxo@gmail.com>

Mon, Aug 30, 2021 at 10:24 AM

I make a motion to increase the budget.

~Jennifer Andrade

[Quoted text hidden]

Tamara Garza <tamara_garza@hotmail.com>

Mon, Aug 30, 2021 at 10:31 AM

I vote YES.

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

Jenifer Lovejoy <jlovejo@gmail.com>

Mon, Aug 30, 2021 at 10:42 AM

I second the motion

--

Jenifer

Danielle Phillips <daniellephillips9@yahoo.com>

Mon, Aug 30, 2021 at 11:16 AM

I vote Yes - Danielle Phillips

Sent from Yahoo Mail on Android

lyssaw3 <lyssaw3@yahoo.com>

Mon, Aug 30, 2021 at 12:03 PM

Yes

Lyssa Walter

206-779-1602

Lyssaw3@yahoo.com

Claudia Mocan <claudiacomsa9@gmail.com>

Mon, Aug 30, 2021 at 12:03 PM

Yes.

Sent from my iPhone

Becca Diaz <becca.m.diaz@gmail.com>

Mon, Aug 30, 2021 at 12:04 PM

Yes

PROP- Painted Rock Organization of Parents <propazpresident@gmail.com>

Tue, Aug 31, 2021 at 9:15 AM

Thank you all. The motion has passed. We will update the budget accordingly.

Elizabeth B

--

Elizabeth Brown

PROP President

propazpresident@gmail.com

Follow us on [Facebook!](#)