



Meeting Minutes

DATE:

12/7/2023

TIME:

5:30 PM – 6:30 PM

FACILITATOR:

Hillary Joseph, PTA Board President

IN ATTENDANCE

Shannon Thomas | Kristin Michie
Hillary Joseph | Taylor Laitsch
Angie Gibson | Jake Maddux
Majken Berglund | Samantha Walker
Meghan Schleicher | Monique Reef
Allison Windes | Matt Brady
Allison Grigel | Rachel Brady
Moniquea Gomez
Melissa Hamar

APPROVAL OF MINUTES

The minutes were discussed from the November meeting and were approved with no questions.

- ★ Megan Schleicher made a motion to approve
- ★ Monique Reef Seconded the motion
- ★ December's meeting minutes will be approved at the January meeting scheduled for 01/11/24

PTA BOARD

Hillary Joseph – President
Shannon Thomas – President Elect
Angie Gibson – Treasurer
Majken Berglund – Secretary
Jessica Tribbett – Board Member

PTA MISSION STATEMENT

The Mission of the Prospect Valley PTA is to support our PV families, teachers, and staff and to help nurture a strong community that promotes connection, inclusion, and fun.

WELCOME & INTROS



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The 2023-2024 board members introduced themselves and attendees participated in casual conversation.

ROBERTS RULES REMINDERS – PTA MEETING PROCESS REVIEW

Below is a list of relevant key terms, if needed:

Key Term	Description
Motion	<p>A formal proposal to put a topic to vote beginning with two different phrases from two different PTA members.</p> <p>Motions begin with the following phrase: “I move that...”</p> <p>Motions progress with the following phrase by a member who agrees with a motion: “I second the motion” or “I second”</p>
Discussion	<p>Every member is given a chance to communicate their views on the motion topic one after the other.</p> <p>Discussion Rules:</p> <ol style="list-style-type: none"> I. Listen respectfully, without interrupting II. Listen actively and with an ear to understanding others' views III. Criticize ideas, not each other
Votes	<p>All votes will be conducted electronically via email after the close of a meeting.</p> <p>Note: A $\frac{2}{3}$ majority is required to pass a vote.</p>

Below is the Roberts Rules process for the PV PTA:

- A member Makes a motion
- Another member who agrees seconds the motion
- The Board calls for discussion and invites open discussions on every topic
- An electronic voting form is sent after the meeting



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- ❖ A 2/3 majority is required to pass a motion

PRESIDENT'S REPORT

- I. Hillary reported out on some November activities and thanked some volunteers who headed the effort(s).
 - ★ There was a middle school panel discussion where parents answered the same 4 questions and then engaged in a Q&A with attendees
 - ❖ Schools represented included:
 - Drake
 - Bell
 - Manning
 - Everett
 - ❖ **Thanks to all who participated**
 - ★ There was a Veterans Day ceremony
 - ❖ The PV choir performed
 - ❖ **Thanks to all who participated**
 - ★ We had Special Persons Day
 - ❖ Everyone enjoyed it!
 - ❖ Some new & pre-existing family members had yet to see the classrooms
 - ❖ The kiddos were excited to show everyone their classrooms
 - ❖ **Alison Windes** – Many thanks for heading this effort
 - ★ There was a Wheat Ridge Choral festival
 - ❖ 22 PV students participated
 - ❖ The kiddos sang independently & together with Wheat Ridge High School students
- II. Hillary reminded everyone that the **Directories** are in. They are in the office for the folks who have yet to get theirs.



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- III. Hillary discussed Teacher's wish lists.
 - ★ The lists are located on the PTA website
 - ❖ If parents do not see their kiddo's teacher(s) reach out to them directly to see what they need
 - ★ A parent noted that a QR code was not working on the website & Shannon Thomas offered to review the issue – stay tuned

TREASURER'S REPORT – BUDGET

- I. Fun Run numbers are still climbing – presently we have raised \$76,600
 - ★ Matching donations are still coming in
- II. Brain Pop subscription costs increased
 - ★ The PTA will cover the new costs
- III. Expense requests are below:
 - a) The PTA Board is requesting \$6,000 for a school wide field trip parsed out by grade
 - ★ \$1,000 would be provided to each grade level to apply toward the field trip
 - ❖ Hillary noted that she thinks that the grade level interaction would be less overwhelming than a school wide interaction
 - ★ Teachers are seeking input, so we are seeking 1 volunteer to work with each grade level to brainstorm field trip ideas & to drive any associated planning as needed
 - ❖ Any folks interested please email the PTA
 - ★ Angie noted that last year there was a school wide field trip & the approximate costs were \$6,000 so that is how the Board derived the amount
 - ★ Hillary noted that 4th grade requested funds for the Arvada Center where they would have the opportunity to see a show & then spend time with the cast & crew during a workshop.

Note: 4th grade has a plan in place already

Note: Jake Maddux made a motion to approve a vote. Allison Grigel seconded the motion.



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A voting link will go out later for approval purposes.

- b) There is a request for \$100 to supply 52 boxes of crayons for \$1.50 each with 24 crayons for "Crayola across the world" for each classroom
- ✦ This initiative brings boxes of crayons with colors that represent a multitude of skin tones so kiddos can use colors that they identify with or wish to use to represent others
 - ✦ The cost

Note: Meghan Schleicher made a motion to approve a vote. Jake Maddux seconded the motion.

A voting link will go out later for approval purposes.

- c) There is a request for \$600 for Load the Lounge parsed out by the 3 remaining events
- ✦ \$200 would be provided for each of the upcoming Load the Lounge events to cover any gaps in the donations

Note: There was a parent question – "What do teachers/staff need – food & drinks?"

- ✦ Moniquea Gomez & Samantha Walker stated that the Sign-Up Genius has a list of options for drinks & snacks as an example, such as but not limited to:
 - ❖ Soda
 - ❖ Sparkling water
 - ❖ Coffee
 - ❖ Tea
 - ❖ Jerky
 - ❖ Granola bars
- ✦ Angie noted that although there is a Sign-Up Genius for each event parents sometimes forget to drop it off

Note: Melissa Hamar made a motion to approve a vote. Megan eSchleicher seconded the motion.

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PRINCIPAL'S REPORT – CHOICE ENROLLMENT

- I. Andy reminded everyone that choice enrollment is open from 12/5-1/12 designed for families coming in from outside of the district or for Jeffco families who want to try something else.

- ★ Principals can send offers out approximately around 1/24-1/26

Note: There was a parent question – “Do we need to reaffirm that we are remaining?”

- ★ Andy stated that PV families will be granted spots, but it is so helpful if parents affirm so that we have an accurate count of which families are returning
- ★ Andy shared that tours are going well! The first one filled 2/3 of the cafeteria & of that, 2/3 of those families were incoming Kindergarteners
- ★ Upcoming tours include:
 - ❖ December 14 from 6-7pm
 - ❖ January 4 from 7-8am

- II. Andy introduced a PV student survey that he & the Connections team deployed school wide to collect some data to quantify & qualify some of our guesses as to how our students are feeling/doing this year

- ★ Examples of questions asked:
 - ❖ “I have a friend at school”
 - ❖ “I have someone to play with at recess”
- ★ The format for answers is dichotomous:
 - ❖ “Yes” or “No”
- ★ All responses are anonymous
- ★ There are 373 responses thus far & the deadline was extended to 12/8/2023
- ★ After 2 staff committee meetings tasked with looking at student experience, results will be shared at the next Connections Team meeting on 12/12 at 6pm at PV
 - ❖ Andy will be looking for ideas on how to help our kiddos who are feeling a modicum of detachment (approximately 7-9% thus far)

- III. Andy shared that there will be an Assistant Principal starting next semester

- ★ Andy's boss approved the position last spring
- ★ PV is the only school with 400+ students without an Assistant Principal



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- ❖ **Fun trivia:** The other schools with the same student population size have 2 Assistant Principals
- ★ This person will work a few days per week from January-May
 - ❖ Andy wants to hire a full time Assistant Principal next fall
- ★ There is a candidate in mind who is a retiree with as much principal experience as Andy has that has similar experience in terms of diverse programs and student populations
- ★ Andy has the position budgeted already so there will be no funds reallocated from teachers/staff/programs
 - ❖ **Fun trivia:** Andy does not love “mathy terms”, a phrase coined at the meeting – a hilarious moment ensued

DATES TO REMEMBER

- ★ December 8th – School Dance
- ★ December 12th – Connections Meeting at 6pm at PV
- ★ January 11th – PTA Meeting at 2:30pm at PV
- ★ February 23rd - Carnival from 5-8pm
- ★ March 5th – Vote for open PTA Board seats
- ★ May 9th – Last PTA Meeting at 2:50 pm (changed from May 2nd)

COMMITTEE REPORTS

- ★ **Carnival** – N/A
- ★ **Accountability** – N/A
- ★ **Connection Team (DEI)** – Next meeting is 12/12 at 6pm at PV
 - ❖ The student survey results will be shared
- ★ **After School Enrichment** – N/A
- ★ **Walk to School Day** – N/A
- ★ **Volunteer Coordinator** – Leslie
We need a new committee chair for next year
- ★ **Fun Run** – Money is still coming in. Currently, we have raised \$76,600
 - See the Treasurer's report above for more information



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- ★ **Landscape** – We cannot utilize the south lawn until next December for the community garden (located on the SE corner on the new grass)
 - The new grass is under contractor warrantee for a year so we can't modify it while it is still under warrantee
 - We are looking to partner with Denver Herb and Gardens
 - We are looking to get an Aquaculture display [everyone googled it & you should too]
 - ❖ Andy noted that they are loud but VERY cool
 - ❖ The goal would be to grow herbs and veggies and then use it in the cafeteria

- ★ **Nominating** – Leslie chairs;
We will begin to think about a slate of people for our open board positions soon:
 - President Elect
 - Treasurer

ANNOUNCEMENTS – NEW BUSINESS

- I. We are looking for the following volunteer committee (chair) position(s) to be filled for the 2024-2025 school year:
 - ★ Volunteer Coordinator committee chair – This position takes people who want to volunteer and puts them where the PTA needs them
 - ★ Safety & Security committee chair
 - ★ Spelling Bee committee chair
 - ★ Yearbook Marketing committee chair



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- ★ Staff Appreciation committee chair
- ★ PV Showcase committee chair – There is a Shadow position coming available to learn about the Showcase, which occurs in the spring – this encompasses:
 - Science Fair
 - Music performance
 - Art walk

II. We are looking for the following volunteer board position(s):

- ★ **Board Treasurer** for the 2024-2025 school year as Angie is outgoing this year – This position ideally needs someone with some bookkeeping experience
 - The Board uses QuickBooks online
 - Angie has automated as much as possible
- ★ **President Elect** for the 2024-2025 school year as Shannon will be outgoing for the 2025-2026 school year – this position is a 2-year commitment; 1 year as the President Elect & 1 year as the Board President

Please send an email to the PV PTA address if anyone is interested:

prospectvalleypta@gmail.com

Note: The vote will take place on March 5th – if families have a 5th grader, a paper will be sent out

- III. Hillary introduced a fence decoration(s) idea. With the additional funds raised from the Fun Run, we could use some for one or more fence decorations to make the grounds look less “prisony” [another term introduced at the meeting – hilarious moment]
- ★ Just as an example, Hillary priced out “Go For The Gold” (a PV mantra that our kiddos know inside & out) & the cost is \$350 for 30 feet

Note: We could decide on another phrase – Ramsy, our “mascot guy” was brought up [the terms keep a-comin’] – some silly examples were:

- “No Double Parking”
- “Don’t Park on Parfet”

Note: Parent comment – DPS put some up several years ago & they made a big difference.

- ★ Hillary noted that there will be discoloration over the years but since the instillation is done by us/volunteers
- ★ Hillary offered to talk to the people who designed our mascot/logo/directory and solicit ideas



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Note: Parent comment – we could come up with 3 ideas & have the kids vote.

- ✦ Shannon suggested we could also have multiple iterations. There could be a rotation of them if we voted to purchase more than 1 decoration at a time
- ✦ Andy committed to talking to the person who runs the Student Council know about this idea for kid voting awareness/buy-in purposes
- ✦ Lastly Andy gave a little history lesson on how PV came up with the new (consolidated) PV logo:
 - Our official logo was created before we knew about the consolidation – a parent designed it
 - We wanted a non-human representation versus the previous logo which was Pete the Prospector – this white dude.... Poor representation as everyone can imagine
 - Then we brought in the Ram in honor of Kullerstrand & “Ramsy” the Ram prospector was born

NEXT MEETING

11 January 2024 | 2:50 PM at PV