



Meeting Minutes

DATE:

3/7/2024

TIME:

2:50 PM – 4:00 PM

FACILITATOR:

Hillary Joseph, PTA Board President

IN ATTENDANCE:

Shannon Thomas | Teresa Woodhull
Hillary Joseph | Christina Heard
Alexandra Rossi | Jessica Tribbett
Majken Berglund | Ann Fletcher
Jenny Henderson | Barbara Beasley
Andrea Thompson | Sara Stites
Brittany Richardson | Marycate Brickey
Kim Davis | Ashley Palubinski
Kari Frangula | Allison Grigel
Sarah Schalliot-Hodge | Lisa Denton
Lori Strand | Kim Davis
Samantha Walker | Meghan Schleicher
Madelaine DeVan

APPROVAL OF MINUTES:

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

- ★ Andrea Thompson made a motion to approve
- ★ Kari Fragnoli seconded the motion
- ★ March's meeting minutes will be approved at the April meeting scheduled for 04/04/24

PTA BOARD

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

PTA MISSION STATEMENT



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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

The 2023-2024 board members introduced themselves and attendees participated in casual conversation. Everyone stated how many kiddos they had at PV, what grade(s) they are in, and whose teachers they have.

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 interruptingII. Listen actively and with an ear to understanding others' viewsIII. 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:



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

PRESIDENT'S REPORT

- I. Hillary reported out on some February activities and thanked some volunteers who headed the effort(s).
 - ★ Load the Lounge was a success, as always
 - ❖ **Moniqua & Samantha** – Many thanks for heading this effort
 - ★ Valentines' Day classroom parties were amazing
 - ❖ **Thanks to all the room parents**
 - ★ 5th grade Battle of the Books was on March 7th – Good luck!!!
 - ★ Carnival was AMAZING!!! Thus far 400+ wristbands were reported – what a success
 - ❖ **Thanks to all who participated and who volunteered**
 - ★ Prospector Post has 1 more week
- II. Hillary spoke of some current volunteer opportunities:
 - ★ The 80 PTA patches need to be ironed onto the Science Fair lab coats – anyone is welcome to help out – no iron required (but would be great to bring)
 - ★ 2 teachers are retiring, both of whom need a volunteer to lead a party for each of them: Ms. Ramirez and Ms. Becker
 - ★ Summer playdates need volunteers to organize – 1 per grade

Note: Parent Comment: There was less attendance for older grades, so we need to determine whether we include all grade levels

Note: Parent Question: Would it be better to mix the grades? More kids may participate that way.

Hillary: Maybe all grade levels once a month?



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Note: Parent Comment: I recommend keeping Kindergarten separate – these are new kids to PV and are littler than their older peers.

Hillary: I agree.

TREASURER'S REPORT – EXPENSE REQUESTS

- I. Current cash on hand is \$84,307.83
Remaining expenses are \$41,300.03 (original budget)
Expenses approved are - \$18,789.51 (not yet spent)
Carryover for next year is \$15,000.00

Remaining Cash is \$9,218.29

- ★ Angie recommends carrying over \$15k into each year as there are expenses in the beginning of every school year before fund raising/donations begin

Note: There is a candidate for the Treasurer position for next year! 😊

- II. A few new expense requests were discussed for your approval:
 - ★ Student Council is requesting \$200 to cover the costs of the year (this includes end of year medals and trophies)
 - ★ The Big 3 project is requesting between \$100-\$500 depending on the community involvement donations Lisa Denton et al., requested from local businesses nearby
 - ❖ Lisa will know concretely what dollar amounts are needed by next week
 - ❖ The funds pay for a Ninja Nation obstacle course for the kids to be able to compete and play on for participating
 - ❖ The “Big 3” are a list of 3 main things kids in each grade level should know to be at grade level for parent awareness purposes
- III. A series of expense requests that were discussed last meeting were approved. See below for status updates:
 - ★ 8 Chromebook carts were ordered and are at PV
 - ★ 80 lab coats (not t-shirts) with PV PTA patches are ordered but not yet delivered – lab coats can be reused every year and will be a great addition to the Science Fair



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Note: Thank you to **Kari Fragnoli** for the great and sustainable idea!

Note: This expense will come in under the \$1,000 budgeted.

- ★ 4 Bike racks for the Plaza are still in the works – stay tuned

- ★ Lower standalone basketball hoops are still in the works – stay tuned
- ★ 60 Yearbook purchases are on hold and will be assessed closer to the end of the year for a more accurate count of how many PV families have pre-ordered. That assessment will inform how many the PTA may need

- ★ Office Décor for the Facilities Manager are onsite and finished. Brittany is thrilled and grateful

- ★ Fence decorations are being finalized – this expense may come in under budget – stay tuned

- ★ Speaker for the Connections Team workshop is booked, and the event is 3/12 (childcare and dinner will be provided)

Note: Parent Question: How many have signed up?

Madelaine: 30+

- ★ Mr. Weaver's Day of Service (\$1,000) – No updates at this time

- ★ Volunteer social event (\$500) – No updates at this time

- ★ End of year gathering (\$200) – No updates at this time

PRINCIPAL'S REPORT – BUDGET & STAFFING PRIORITIES FOR NEXT YEAR

- I. Andy reported out on staff & hiring updates:
 - ★ Assistant Principal (AP): Mr. Blair is awesome – we appreciate him
 - ❖ AP is at PV Wednesday – Friday
 - ❖ AP assists with staff evals (Andy evaluated 32 and Mr. Blair evaluated 6)



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- ❖ AP is working with the 5th grade population who is suffering from senioritis – he has been very effective

Note: Teacher comment: Mr. Blair has a big presence especially because he is tall

Majken: She is calling Andy short – chuckles ensued

- ★ We will be hiring a FT Social emotional teacher position funded for next year – our current staff member will be considered along with any other applicants (per policy)
- ★ We will be hiring for a full time AP for next year – 13 applicants so far
 - ❖ Schools with center programming (e.g., the Affective Needs (AN) program) are going to receive district funding (\$70K - \$75K) for a full time AP next year – the cost (not just salary total) is approximately \$100K - \$110K so that helps
- ★ We will be hiring for 2 full time 2nd grade teachers – with the 2 teachers retiring, a current staff member will go to Kinder and another will go to 1st grade
- ★ The Family Engagement Liaison (FEL) will be a ½ time position next year – Lisa and Andy are discussing options
- ★ **TELL YOUR FRIENDS:** TRAILS (our Affective Needs program) are hiring for full time:
 - ❖ Primary Teacher (Kinder-2nd grade)
 - ❖ Intermediate Teacher (3rd grade – 5th grade)
 - ❖ 2 Paras, both for 1:1 positions for 2 students
 - ❖ Psychologist

Note: Parent Question: Do we have a social worker?

Andy: Yes, full time.

- II. Andy reported out on the TRAILS program re-vamp which includes:
- ★ Better expectation clarification - e.g., when not met:
 - ❖ What are the opportunities students can take to succeed?
 - ❖ What are the discipline impacts?
 - ★ Clear path from “Base Camp” (most restrictive environment) to “Summit” (least restrictive environment)



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- ❖ The “Base Camp” status avoids suspension which does not productively reinforce behavior changes and helps no one
- ★ The highest priority is to create more predictability and consistency for this student population who need it
 - ❖ Mr. Blair and Mr. Chase are helping one another to lead the TRAILS program until staff is hired

Note: The difference between the AP and Dean roles is that an AP can evaluate licensed staff, where a Dean cannot. At PV our Dean is presently heading and teaching the TRAILS program in addition to other duties, where normally he would lean into students exhibiting adverse behaviors or needing discipline and stand-in for TRAILS/SPED staff as needed. The current AP and Dean partner together in many ways.

- IV. Andy Reported out on registration for next year:
 - ★ 597 students are registered thus far
 - ★ Some choice enrollment offers have been extended – stay tuned
 - ❖ It is estimated to possible need a \$300K enrollment buffer

COMMITTEE REPORTS

- I. **Carnival** – N/A
- II. **Accountability** – Andy stated that the next meeting is on 4/18 @2:45PM at PV to reflect on this year and how it went (Also, how to improve next year)
- III. **Connection Team (DEI)** – Madelaine stated that the next meeting is March 12th at 6:00PM at PV. This will be the Community Building workshop with a key speaker. Dinner and admission are covered.
- IV. **Fun Run** – N/A
- V. **Landscape** – Christina reported that Denver Urban Gardens is booked until 2026, but the organization contributes ½ of the total expense. The approximate costs are \$70K with a 3-5 year timeline to complete.
 - ★ Andy stated that Irrigation is the main cost – it does not have to be DUG but we have to make sure that whoever does the installation etc. is connected to the school and district (vendor wise)



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- ★ A survey will go out asking for direction on a landscape plan and budget in the interim

VI. **Walk to School** – N/A

VII. **Volunteer Committee** – Teresa Woodhull is taking over the Volunteer Coordinator position for next year!

VIII. **Science Fair** – Ms. Rossi thanked the PTA for the lab coats and reminded everyone that Monday, March 11th is the date students need to turn in registration forms by.

- ★ There are 2 dates that students participating can opt into a project help session:
 - ❖ March 26th
 - ❖ April 9th
- ★ The event is April 25th – parents are welcome to watch their kids present in the hallways

Note: Andy gave a shout out for **Ms. Rossi** and the 4th grade team who does such a good job!!!

Note: Ask Andy about eating a worm... no, really, do it.

IX. **Nominating Committee** – Kari reported that they are submitting 2 candidates for the PTA to vote for:

- ★ **President Elect:** Kelly Binder
- ★ **Treasurer:** Larissa Quirk

Note: The vote will take place later in the spring.

X. **PV Showcase** – Hillary mentioned that the event is for all students. 3rd – 5th grades will perform. There is a community dinner on April 25th from 5:30PM-7:30PM.

XI. **After School Enrichment** – N/A



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ANNOUNCEMENTS – NEW BUSINESS

- I. Load the Lounge will be on Monday, March 11th.
- II. We are looking for the following volunteer committee (chair) position(s) to be filled for the 2024-2025 school year:
 - ✦ **Safety & Security**
 - ✦ **Spelling Bee** committee chair – Jeff Kent (the current chair) spoke:
 - ❖ There is a little bit of prep work in December
 - ❖ The chair will communicate with Andy
 - ❖ For 4th and 5th grade: There is a test in class, then the tests are grade, and about 25 kids proceed to the oral spelling bee where there are multiple rounds; 5 kids will be sent to the area bee
 - If any of the 5 win there is an opportunity to compete at the State level
 - ✦ **Yearbook Marketing** – Katia Dougherty is interested and will connect with the current chair to get more information
 - ❖ Ms. Maddox brought up needing help tracking who has ordered them – Hillary will connect with her to explore ways to do that effectively
 - ✦ **5th Grade Continuation** – 4th grade parents historically help with setup so the 5th grade parents can enjoy the event
 - ✦ **PV Showcase committee chair** – There is a position coming available to learn about the Showcase, which occurs in the spring – this encompasses:
 - ❖ Science Fair
 - ❖ Music performance
 - ❖ Art walk
- III. Ashley Palubinski provided an Advocacy Update: Healthy School Meals for All program has been a success but had higher participation than expected – the 2nd phase was supposed to roll out next year (salary increases for cafeteria workers, utilizing CO sourced foods) – that is in jeopardy. She suggested that parents reach out to local legislators.

Note: Parent Question: Will the ways in which we can support be listed on the Flash?



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Ashley: I will start to post on the PV PTA website (link to come in the FLASH). Also, Hunger for CO may be a resource for us.

DATES TO REMEMBER IN MARCH:

- ★ March 5th – Vote for open PTA Board seats
- ★ March 7th – Battle of the Books
- ★ March 7th – International night
- ★ March 11th – Load the Lounge
- ★ March 11th – 15th – Spirit Week (see flyer for details)
- ★ March 12th – Connections Team Meeting: Community Building Event
- ★ March 15th – Prospector Post ends
- ★ March 18th – 27th – NO SCHOOL for Spring Break
- ★ March 25th – NO SCHOOL for non-student contact day

DATES TO REMEMBER MARCH – MAY:

- ★ May 9th – Last PTA Meeting at 2:50 pm (changed from May 2nd)

NEXT MEETING

4 April 2024 | 5:30PM at PV