

MEETING MINUTES



DATE:

9/7/2023

TIME:

2:50 PM – 4:00 PM

FACILITATOR:

Hillary Joseph, PTA Board President

IN ATTENDANCE

Angela Hendershot | Amanda Nieu Kirk

Megan Schneider | Skye Clark

Taylor Laitsch | Leslie Weinstein

Tina Patterson | Allison Grigel

Rachelle Doge | Katie Sonnkorb

Erin Ballew | Janelle Jerman

Samantha Waller | Aimee Dixon

Marycate Brickey | Sara Stites

Moniquea Gomez | Rachel Brady

Madelaine DeVan | Kate Rush

Camila Pineda | Lori Strand

Becca Higgins | Anne Lysander

Andrea Thompson | Lindsay Koller

Annie Bonati | Matt Brady

Naomi Poulin | Aspen Jacoby

APPROVAL OF MINUTES

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

- o Rachelle Dodge made a motion to approve
- o Allison Grigel Seconded the motion
- o September's meeting minutes will be approved at the October meeting scheduled for 10/5

Teresa Woodhull | Laura Clase
Gina Raymond Borrego | Barbara Baros
Anna Freeman | Stephanie Fletcher
Angie Hartman | Alicia Marsicovetere
Jenny Henderson | Sara Schalliol-Hodge
Shannon Stockman | Autumn Oerfli
Emily Daniels | Katie Weiman
Simon McGowan | Lisa Denton
Stacey Hubert | Katie Critihfield
Caitlin Gindi | Barbara Shuff
Amanda Pouliot | Jessica DiCroce
Sidney Ferris | Kerry Daugherty
Britney Anderson | Christel Poague

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

The 2023-2024 board members introduced themselves and shared how many kiddos are attending PV, other schools if applicable, and their respective grades. The PTA members in attendance did the same. The teachers in attendance introduced themselves and answered some ice breaker questions. Hilarity ensued.

ROBBERS RULES REMINDERS – PTA MEETING PROCESS REVIEW

Below are 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>

This is the Robbers Rules process for the PV PTA:

- o A member Makes a motion
- o Another member who agrees seconds the motion
- o 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

Hillary reported out on some summer activities and thanked some volunteers who headed the effort(s).

- There were many summer playdates broken down by grade
 - There was great success
 - **Melissa Jacobson** set them up – many thanks Melissa

- The Carnation parade occurred
 - It was awesome
 - **Samantha Walker** set that up – many thanks Samantha

- We got 14 Corporate sponsors to commit this year
 - We want to celebrate:
 - 4 sponsors at the Platinum level – That is our top tier at \$2,500
 - We have not had this many in this tier in the past
 - 3 at the Gold level
 - 4 at the Silver level
 - 3 at the Bronze level

 - Sponsorships pay for:
 - T-shirts
 - Calendar magnets
 - Water bottles given out at the upcoming Fun Run
 - Monday folders – a list of all sponsors is located on the back of these folders

 - **Hillary Joseph** headed that effort – many thanks Hillary

- The Back-to-School Night and the Principal's Breakfast events have passed us by

- The **Hospitality Committee** did a great job with both events – many thanks to the committee members

Thanks for all the hard work on our summer events and the registration events!

TREASURER'S REPORT – BUDGET

Below are the highlights from the budget that was passed around to all members in attendance:

Projections:

- \$73k = projected revenue this year if we make \$50k on the fun run
- \$82k = projected expenses
- \$9k = projected loss for the year
- We did not carry over \$40k – we carried over \$20k for this year

Note: Angie suggested as an outgoing treasurer to carry over at least \$10k per year

Money raised/projected to raise:

- Sponsorships – we brought in a little more than \$14k and budgeted \$15k
- Direct public support are random donations, and we usually get around 2-3 of those
- King Soopers donations are this year – we brought in \$972 in our first quarter check and we will get 3 more ☺
- Fun Run – we budgeted \$50k
- The yearbook generated some income every year

Grant Section:

- \$400 = cost of the fieldtrip for 5th graders
- Brain Pop subscription = we moved it out last year and put it back in this year
- \$300 = given to each classroom for 24 classrooms
- \$300 = given to Specials + Band and Orchestra

- ESL is ½ time – that is why their allocation is less
- \$1000 = given to TRAILS per classroom
- We will reassess at the end of this year
- TRAILS other = paras each get \$150 = 7 paras in total
- 10 paras for the remainder of the school = \$150
- We increased Lisa's budget

Note: Corporate sponsorship costs are already actualized so the figures are to the penny.

- \$5k = Scholarship budget
- Landscaping = we increased this year and will reassess for next year
- Library = we increased by 42% as that is the growth
- Andy = still gets \$1k
- 5th grade continuation = increased by 42%
- Technology = we split it between STEAM and Tech
- Carnation festival already occurred so we used the \$200
- DEI head = we put \$500 on the budget for that
- Skate City = increased by 42%
- We pay for the whole event
- Safety and Security = new line item and gave it \$500

Note: Babysitting, insurance, the website, and banking have not changed

Note: Added general supplies instead of spending money on seasonal specific supplies

- PTA membership dues = that is what we pay to the state
- PTA convention = we send 1 person (\$250) – no one wants to go alone so we added \$250 for someone else to go
- Author visit – Formally called reading week
- Author comes and signs books if kids buy them

- Prospector Post – Hillary runs it
 - Parents and kids can write notes and the older kids run those to the classrooms
 - Read at Home
 - Littler kids go home with leveled readers
 - Battle of the Books – 2nd through 5th
 - They read books together and compete
- Dance = budget is higher bc the PTA will provide food
 - Social Hour = \$500 x 2 meetings offsite for apps and snacks
 - Fam staff support € someone passes away, someone has a baby, we help = staff and students qualify
 - Staff appreciation week = increased by growth in staff
 - Unallocated funds = we keep \$10k on that line usually but we couldn't do that this year so we have \$5k
 - If we beat the Fun Run budget we could maybe put that overage in that line item

A voting link will go out later for budget approval purposes.

Rachelle Dodge made a motion to approve the budget. Lori Strand seconded the motion.

Note: There was a parent question – “What are corporate sponsorship costs referring to on the budget line item?”

Hillary: Monday folders, t-shirts, water bottles, magnets

Note: There was a parent question – “If a lot of money comes in from the Fun Run will we reallocate funds?”

Hillary: Once the budget is approved it is what it is. We will add any excess funds to the “Unallocated” budget. If an expense request comes in then we will vote on it as necessary.

The north field will be available early next week

- Mid next week we will be switching from the current play area to the north field
- There is a Para meeting at 1:30 on Monday, September 11th, to determine what we need to prep for to move the kids
- Non-lunch recess locations will be up to the teachers and their respective grade levels as to where they want to be
- This will free us up a bit to have playgrounds, basketball courts, etc.

The 2nd parking lot – near the cottonwood trees & our hug-&-go zone will open on September 25th, but I won't be ready to open it up until I live with it and train the staff

- Once live, the only way to bring a vehicle onto the property will be on Parfait Street

Note: There was a parent Question – “Are we going to have soccer goals added back to the fields?”

Andy: Yes, eventually, probably in November

DATES TO REMEMBER

- September 8 - Directory deadline
- September 11 - Load the Lounge
- September 21 - Accountability Meeting at 6pm
- September 22 - No School Teacher Work Day
- October 2 - Picture Day
- October 3 - School Count Day
- October 4 - Bike and Walk to School Day
- October 6 - PV Fun Run

New Dates:

- October 25th - Skate City Night from 5-7pm
- February 23rd - Carnival from 5-8pm
- May 9th - Last PTA Meeting at 2:50 pm (changed from May 2nd)

COMMITTEE REPORTS

- **Carnival** – Becca

This year will be the 12th carnival that Becca has run and she attended them as a PV student herself

We are moving it to Feb 23rd which is still a Friday night

We are considering a change of the wristband price. Once we know the earnings of the Fun Run we will know what that change could be

The event requires a ton of volunteers (approximately 150 or more) so we always need as many as possible

Note: PV students and their younger siblings are who is allowed to attend, so older kids can volunteer but not participate.

- **Accountability** – Andrea

This committee is separate from the PTA with a focus on the school budget,

safety and security. We also serve as an advisory board to the principal

The next meeting is on September 21st at PV in the library

We meet 4 times a year

We have built 2 forms as we have developed some opportunities for carpooling. If interested, use the Google form located in the FLASH and once it is completed, everyone will get a list of those folks that have capacity to help with a carpool and those who are in need of a carpool support. This form is separate from the parents who need after school care

Note: The links will stay in the FLASH until they're full

- **Connection Team (DEI)** =
Madelaine

We met over the summer and are still working on a mission statement

We will roll up to the Accountability committee

The first meeting is on September 12th at 6pm in the library

- **After School Enrichment** – Lisa

We are working to get after school programming to help as many folks as we can

We are still working to get it organized – goal is to make sure something is offered every day

-The costs are a big concern

Lisa will offer her classes at no cost (The max is 20 kids)

The line item that you will vote on later will go to the families that cannot afford the options offered

- **Walk to School Day** – Laura

Both chairs are 5th grade parents – Does anyone want to shadow to chair the committee?

We get donations from different sponsors (e.g., Earth Trek), the fire trucks come, it is in conjunction with a national day

All kids who commute to school outside of a car get goodies for participation

We get a list of all the kids who participated and we do a random drawing for 2 kids per class parsed out by grade level and those winners get prizes

Email prospectvalleypta@gmail.com if interested in helping next year

The event is October 4th

- **Volunteer Coordinator** – Leslie

We help filter information to the committee chairs – I do not find volunteers for every event but I am an outgoing parent so if that is what someone wants to do when you chair it next year, great

Volunteer interest form – filling it out and indicating who is interested in which event. I will pull the lists (e.g., the dance) and get it to chairs ASAP

Email me via my personal email or the PVPTA email

Each event will also call out for volunteers but if chairs have the list info then it is better streamlined

We love volunteers behind the scenes (do not have to be kid facing) – we can use ANY help

- **Directory** – Katia

The goal is to get the Directory to print by the end of September as we have many new families to add

The deadline was last week so please get your information in

We have 300 families so far

We will push it out a few more times in the FLASH

We determined that Kullerstrand did not have a directory

- **Fun Run** – Rachelle

This is the only PTA fundraiser for the year

We raised \$67k last year

10/6 is the event date – school day but we need parents to come cheer so please sign up

10th of a mile loop

Prior to the event the kiddos will ask their families to donate via laps or a flat fee

Forms will be sent home with all the registration info

Prizes for kids who fundraise

We have a golden shoe trophy that classes compete for – teachers name and grade are added and that class gets to keep it on display for the year

Farmers, a Wheat Ridge High School event is happening on September 17th.

- If we get 10% to sign up we get \$500 for the after school enrichment effort

We are looking for the following volunteer committee position(s) to be filled for this year:

- Membership committee member chair
- Walk to school committee chair
- Technology Assistant for virtual set up for meetings like this
- Directory committee members to help with the cause

We are looking for the following volunteer board position(s) next year:

- Board Treasurer for the 2024-2025 school year as Angie is outgoing this year

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

prospectvalleypta@gmail.com

NEXT MEETING

5 October 2023 | 5:30 PM at a located TBD