



Meeting Minutes

Date:

9/5/2024

Time:

2:50 PM – 4:00 PM

Facilitator:

Shannon Thomas, PTA Board President

In Attendance:

Allison Grigel | Jessoe Streelman
Andy Schrant | Larissa Quirk
Hillary Joseph | Alia Nicholson
Lisa Tchouaffe | Jamie Stransky
Stacey Hubert | Anna Freeman
Moniquea Gomez | Jacy Rowland
Teresa Woodhull | Kristi Reindl
Rachel Travner | Gina Borrego
Madelaine DeVan | Ann Fletcher
Jacqueline Roberts | Matthew Lunger
Katia Dougherty | Barbara Baros
Christina Heard | Christel Karanda
Kristen Hume | Laurey Mattox
Samantha Walker | Shannon Thomas
Emily Daniels | Stephanie (Stevie) Hardi
Kim Davis | Sara Schalliol-Hodge
Jenny Henderson | Natalie Fehn
Jillian Jacobs | Kate Dean
Jessica Dicroce | Megan Schleicher
Jessica Tribbett | Marycate Brickey
Kelli Binder | Tara Santi

Approval of Minutes:

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

- ★ Theresa Woodhull made a motion to approve
- ★ Amy O'Neill Weinstein seconded the motion
- ★ September's meeting minutes will be approved at the October meeting scheduled for 10/03/24



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Amy O'Neill | Lisa Denton

PTA Board

Shannon Thomas – President

Kelli Binder – President Elect

Larissa Quirk – Treasurer

Majken Berglund – Secretary

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 2024-2025 board members and attendees introduced themselves.

Robert's Rules Reminders –Meeting Process Review

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

Key Term	Description
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<p>Motion</p>	<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>
<p>Discussion</p>	<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
<p>Votes</p>	<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 Robert's 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
 - ❖ A 2/3 majority is required to pass a motion



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President's Report – PTA 2024-2025 Kickoff

- I. Shannon reported out on some summer activities and thanked some volunteers who headed the effort(s).
 - ★ Summer play dates
 - ❖ **Melissa Jacobson** – Many thanks for heading this effort
 - ★ New mural
 - ❖ **Amanda Stavest** – Thanks for coming over the summer to complete the mural.
 - ❖ **Shannon Thomas** – Thank you for facilitating this effort. It is beautiful.
 - ★ Carnation Festival was so fun!
 - ❖ **Samantha Walker** - Thank you to all who came and participated in the Jurassic Park theme, it was well attended.
 - ★ Corporate Sponsorship
 - ❖ **Hillary Joseph & Aimee Dixon** – Thanks for all of your hard work and thank you to all of our sponsors.
 - ★ Registration
 - ❖ Thanks to all the volunteers and staff who made registration possible. The swag at registration was awesome!
 - ★ Back to school night & Principal's 1st day of school coffee
 - ❖ **Hospitality Committee** – Thanks for all of the hard work
 - ★ After School & Carpool shared Google document
 - ❖ The goal was to connect families in the community.
- II. Teacher Spotlight
 - ★ **Jillian Jacobs**



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Treasurer's Report – 2024-2025 Budget

I. 2024-2025 Annual budget presentation & approval – the board went line by line trying to decide what we did last year. [Please see the budget for specific details]

II. Larissa highlighted some points:

The current Fun Run budget is \$60,000, last year the Fun Run raised \$77,258.80.

Yearbooks brought in additional income

Carnival expense is included in the budget

\$5000 – Unallocated funds for unexpected expenses

Note: Parent Question – What are the tech costs? What are the needs for \$20k of technology?

- ✦ Andy explained that when he budgeted last January and February, he put a fair amount into technology, which will cover the needs for student and staff tech. With the additional expenses, it will enable Andy to hire an additional paraprofessional (3 total @ 7 hour per day).

Note: Mrs. Mattox suggested a premium account for YouTube that would be commercial-free for all students.

- ✦ Andy asked Amy O'Neill who said that there are work arounds in YouTube to allow it to be advertisement-free, but she's unsure of the exact way to do so. Another parent said there is a free ad-blocker.

Note: Parent Question – It appears we are at a negative balance of \$25,000, does that leave us in the negative?

- ✦ Larissa explained that we are currently at \$41,000, so that will leave us with a \$15,000 net positive at the end of the school year, which was the recommendation from Angie last year.

Note: Parent Question – How do we decide who gets a para?

- ✦ Andy explained that it goes back to talking to staff, specifically the Accountability meeting last year citing the need for more support in primary needs. Who might get additional support? Beginning of the year data, which came from assessments, then meeting with grade levels plus interventionists, they prioritized grade levels. We



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switched the current paraprofessional schedule, then anecdotal evidence with behavioral and emotional needs for kids. The current thinking is that one para will go to 1st and one to 2nd grade. We had some kids on the bubble to go into groups, so that will be the first thing to go into the new para's schedule

Note: Parent Question – How many total paras?

- ✦ Andy said that for General Ed there are 9 and for the TRAILS program there are 5 (funded by a special Jeffco budget).

- III. Alisa Nicholson moved to put the budget up for vote
Laurey Mattox seconded the motion

Principal's Report

- I. Andy provided beginning of the school year updates - feels very positive and a good vibe to start the year. Many thanks to everyone who helped shape who we are as a community. We recognize Matt Lunger as an assistant principal who helps out the principal, along with Tommy Chase. It Feels great to start off the year on a positive note.
- II. Vehicles of collaboration: Below are some committee opportunities.
 - Accountability chairs are Laurey Mattox and Kristen Hume. The first meeting is 9/19 at 6pm.
 - 9/10 is the Connections team meeting – these occur on the 2nd Tuesday of every month at 6pm.
 - ❖ The goal is to heighten the student experience. Everything they do is to better the student experience and how they are learning throughout the school year.
- III. Andy discussed the student count. We were at 593 students, but then lost 14 students, so now we have 577 students. The money Andy put aside - \$275,000 from last year – factors into enrollment decline. If we remain at 577 students, we will need \$285,000, so we will be in the red – a \$10,000 deficit for the year. Andy also put aside \$273,000 which will help pay for the other 2 paras along with 2 other positions: a ½ time math teacher intervention and a ½ time enrichment specialist. Mrs. Simpson has gone into retirement.



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- IV. Three paras will go to 1st and 2nd grade classrooms.
- V. Andy said he has been freed up as an instructional leader. He was able to attend all 70- minutes of 1st-grade math planning time. Every month teachers will have a full day to plan out math units. He saw some exciting things in the 1st-grade classrooms.
- VI. Andy shared that the new bike racks have been installed and Andy will have a 2nd set installed by October 9th. These were sponsored by the PTA **(YAY!)**
- VII. Andy gave a readout of the School Performance Framework (SPF), which can be thought of as a special school report card. We maintained our green performance rating (that is the highest rating). Thinking about post-consolidation, Kullerstrand was serving some impacted students and we wondered how that would impact our ratings, but we did well. Our one-year data is higher than our three-year data, which speaks to the children coming here at PV. **(We rock!)**

Note: Parent question – Will you tell me more about the Accountability committee?

- ✦ Andy explained that as a school, we need to have a steering committee, involving staff, parents, and community meetings. The agenda is set as a way to be responsive to questions in the community, along with being a voice regarding our unified improvement plan (UIP). They also give input into the budget (at the January meeting), and function as a conduit to the district accountability (DAC).

Committee reports

- I. **Accountability** – Laura Mattox & Kristin Hume: Laury said that this committee is the back door information that people don't see. Every school has a UIP, and we have to determine our plan so that we don't get too comfortable and are always seeking to improve our schools. The PTA takes on more of the fun, exciting, and engaging events, but this committee is more focused on informational data in terms of what the school is doing.



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- II. **Connection Team (DEI)** – Madelaine DeVan: Madelaine explained she started this committee last year that is a subset of the Accountability committee. The focus is to consider families with diverse backgrounds, who are not necessarily represented by those participating in the PTA, or the Accountability committee.

- III. **Directory** – Katia Dougherty: The directory is a great way to connect. The goal is to have the book out before October. The deadline was today for the directory. Katia is going to put a slip into the Monday folder for Kindergartners. Shannon says if you go to the prospectvalleypta.org website, there is a link to fill out a form to be included in the directory.

Note: Parent question – Can we move this to be online?

- ★ Katia explained that when surveyed only about ½ of the people wanted a printed version. Now with 300 people, more than 75% would opt-in to an electronic version. We are still another year away from being secure with an online option, unless someone else can help with this. There were 25% who said they would not want an online version.

- IV. **Fun Run** – Alia Nicholson: This is the sixth year of the fun run, which is our big fundraiser of the year. All students run so we need loads of volunteers on the day of the event, as well as, for prize delivery. The setup is a loop on the grass and we have fun stations to make kids excited about running the loops. The kids seek out donations from family and community members. All of the money goes to support the PTA, and they also will get prizes for raising money. It has been our main fundraiser of the year to fund most of our PTA budget for the year. Every dollar is used to power the school. Prizes will be displayed in cases at school. Packets of information are going out on Sept. 23. There is an online signup, but also can do cash or check. Tally all the information. The Fun Run is on 10/11.

- V. **Room Chair** – Allison Grigel: We will have a bin full of decorations, supplies, etc., this year that is for the whole community. All volunteers need to fill out a volunteer packet to get a badge from the front office. Any volunteer who is frequently volunteering, at least once per month, will need to come to picture day. This is replacing the Raptor system.

Allison explained that she has some classrooms accounted for, but am still needing support for the following teachers:

1. Johnson
2. Anderson



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3. Carmack – the need is for a co-chair
4. Krapfl
5. Daughtery
6. Ferris
7. Rossie
8. Luedtke
9. Jacobs

- VI. **Teacher/Staff Liaison** – Allison Grigel: This is a new position and Allison is still trying to figure out what exactly she is doing. She has dropped into teacher planning sessions and is going to help them spend their budget by assisting them do their orders. **(You are awesome, Allison!)**
- VII. **Community & Family Engagement** – Theresa Woodhull: Therea is working with Lisa Denton with after school enrichments, which is a big undertaking. If you are interested in helping, reach out to prospectvalleypta@gmail.com. Also, Lisa and Theresa are trying to incorporate some free classes so if you know of anybody who wants to lead a club, please let Teresa know. Some upcoming events that need volunteers are:
1. Greeting students & helping with tardy students daily from 7:15-8:15 – this could be a great grandparent role.
 2. Safety & Security – This would be a low commitment chair or volunteer to help Andy to coordinate a parent conversation. There will be two nights of symposiums for K-3 and a 4-5 presentation based on the dangers of the internet
 - Megan Schleicer volunteered to join this effort **(Thanks Megan)**
- VIII. **Social** – Kim Davis: Kim is looking for a co-chair. A few years ago, the communications team (Shannon – internet; Michelle – flash; Kim - social media) started the communications team. Social is looking for a co-chair. The Flash will be an open role next year.
- IX. **Load the Lounge** – Moniquea Reef: This effort is something that we do the first Monday of the month, where we provide snacks and treats for the staff. It's a combination of snacks and treats provided by PTA along with family provided treats. It will be on all of the platforms.



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- X. **Movie Night** – Samantha Walker: The flyer went out in the last Flash. The event will be 9/27 and will be "Inside Out 2". Free popcorn will be provided. The movie starts at 7:30pm and will wrap up by 9:00pm.

- XI. **Landscape** – Christina: Last year this committee was not able to modify or work with the current grounds due to district rules in the new space. We did a survey to the community/families and staff, and we also met with Katia and Mr. McConnell. The plan is to send the survey out again soon with some changes. We are thinking to start with an outdoor classroom, greenhouse, and garden club for after-school enrichment. More information coming in the Flash.
 - Natalie Fehn volunteered to join this effort **(Thanks Natalie)**

- XII. **Walk to School** – Emily Daniels & Jessi Streelman: The event is Wednesday, 10/9. This seeks to encourage kids to promote health activities by walking and biking. There will be some sort of participation treat, and we are also working on prizes by grade. If you know of businesses who would like to donate a prize, let Emily know. Also, we will need volunteers to help with the day of event, some volunteers in the morning or the afternoon. Please email prospectvalleypta@gmail.com if interested in helping. Also look for something in the flash.

- XIII. **Volunteer** – Teresa Woodhull: Theresa is looking for chairs for a few areas. Please see below:
 1. Continuation Chair – Samantha Walker volunteered for 5th grade
 2. Spelling Bee Chair
 3. Social media partner – Kim Davis is looking for a co-chair
 4. Safety & Security

ANNOUNCEMENTS – New Business

N/A



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Dates to remember in September:

- ★ 9/10 – Connections team meeting
- ★ 9/19 – Accountability team meeting
- ★ 9/27 – Movie Night @7:30pm

Dates to remember in October:

- ★ 10/3 – Next PTA meeting @5:30
- ★ 10/9 – Walk to School
- ★ 10/11 – Fun Run

Next meeting

3 October 2024 | 5:30-6:30 at Wolf + Wildflower