

PTA Board Meeting

Minutes



Date, Time, and Location: 12/10/23 @ 6:30 pm

Board Members:

Melissa Herron(P), Elizabeth Segel (P), April Allen (P), Lisa Harrell (P),
Jessie Becker (P), Beth Alber (P), Jessica Green (A), Colleen Burgin (A), Alex Steffen (A), Sarah Gierow
(A), Becca Oshsner (A), Mary Kealey (A), Josie Jones (A) P=present A=absent

Others in attendance:

none

Meeting called to order by President, Melissa Herron at 6:30 p.m.

• President Report - Melissa

Upcoming Board Meeting schedule:

02/25/24 @ 6:30pm at Alex's House

04/21/24 @ 6:30pm at Lisa's House

Tanisha Lee will be speaking on literacy in March at the General Meeting as she will be attending a conference in February and can share what she learns and what school is doing. Continuing to look for suggestions for other General Meeting speakers. Discussed having L. McDowell speak on Book Breaks and D. Patterson on Growing and Changing curriculum.

Vote for next year's officers will take place in March so the board can guide the budget and attend State PTA Conference in April. Elizabeth and Colleen are willing to continue in their positions, but a new president needs to be found as Melissa will be resigning after this year.

• VP Report - Colleen

Working with Mr. I on Healthy Minds Grant won. 2000 applications, 50 given out, we were the only school in Colorado to receive one. Received \$1250 and toolkit on how to document and use funds. Considering workshops for families. Can survey to determine what topics families would be interested in. Must be used by the end of the school year.

Verified emails regarding teacher/para gifts have been sent. Following up with room parents for any missing items.

• Secretary Report - Beth

Vote to approve minutes from 11/14/23 - April moved to approve the minutes and Elizabeth seconded the motion; minutes approved.

• Treasurer Report - Elizabeth

Books are being done once per month. Need to email Elizabeth if need an immediate update. Checking into payment for ICEE truck from back-to-school night.

- SAC Report – Jessie

No December meeting. Next budget meeting scheduled for January 9th at 6:30pm.

Budget survey sent out to families did not include questions regarding the support of office staff.

- Fundraising Report – April

Discussed volunteer issues for carnival. Have established \$5 discount per ticket for all PTA members. Consider hiring clean-up help. Making a push through room parents for each class to support event with designated number of volunteers. Providing 4th graders with funds incentive toward 5th grade DC trip with their volunteer participation. Ensure Patterson knows 5th grade is responsible for concessions cleanup. Present ideas at January Board Meeting. Figure out plan before March DC trip meeting. Budget \$8250 for event. Make approximately half back in ticket sales. Goal is to spend \$4000 on event.

5th grade looking for additional opportunities for students to earn money towards DC trip.

April connecting with Becca on March 6th game night. Considering trivia night. Request prizes from local businesses. No longer considering bingo due to Colorado laws and requirements.

April checking with Mary on Ramos family hike scheduled for April 21st.

Going back to half sheet flyers for events instead of only calendar announcements.

Spring givebacks all booked. 5280 Distillery (giving us 15% of all sales and event on a Saturday), Colleen and Alex want to plan Culvers as a DC fundraiser. Kids work and deliver food to cars.

Paint on the Rocks – Alex is editing the flyer and Raccoon News to include hyperlink for family discount/financial assistance. Information is also included on Facebook. Emailing families directly that requested assistance for the holiday shop.

- Membership/Spirit Wear – Jessica –

Items arriving mid-week. Jennifer sorting. All items marked as gifts will be called for pickup in the office. All other items will be sent home Friday with students. Orders were down despite large school order. Consider having one logo with stock on hand for back-to-school night and a second logo for holiday orders. Consider a different vendor for sales of merchandise so open year-round.

- Student Enhancement – Lisa

Coding club starting in January and running 8 weeks. Considering starting a drama club as well.

\$2000 available per grade level for classroom opportunities and to enrich classroom curriculum. 1st, 3rd, and 4th have spent about \$1300 each. Melissa will provide spreadsheet of spending to Lisa. Consider ideas to help kindergarten classrooms. Lisa will discuss with Alex and Colleen as well as R. Otero and K. Brown.

- Staff Appreciation – Melissa

Colleen and Alex suggested grab pile of snacks etc. for all staff for the last week of school i.e. Monday and Tuesday. Josie and Taryn are planning.

- Community Outreach Report – Melissa

Spirit Rock approved without district involvement. Sean preparing 6' by 6' area with ground cover i.e. crushed rock for rock placement in area next to plaza. Beth will make arrangements for purchase and delivery and coordinate with Sean. Sean will seal rock and have store of paint incase needed. A sign-up-genius will be created. Determining which dates should be kept for school use.

- Back to school
- Kindergarten Graduation
- 5th grade Continuation
- Veteran's Day

- Communications – Alex

Website needs updating with Giveback Nights, Volunteer signups and yearbook. Asking Jessica for help with updating. School and PTA websites need to be re-done as updates are complicated and difficult. April will reach out to Bear Creek Highschool to see if they have a class that could re-do the site as budget is a concern.

- Surplus Funds – Melissa

Tier 1 covered by Healthy Schools funding. PTA will support with volunteers.

Tier 2 – PTA approved \$20,000 budget. Matt Turner who is heading the project pushed back with the district on the adjustable basketball hoops and is trying to make this happen as soon as possible. The district needs to approve the purchase. Aiming to get this done by the end of the year in order to realize a savings.

Tier 3 – Equipment selected will not work for the site as it had cables. Looking into issue again to find appropriate options. Suggestions are welcome. Reach out to Melissa or Matt.

Next PTA General Meeting: 1/16/24 @ 2:45 pm at RR School Library

Meeting adjourned at 9:00 pm

Minutes compiled by Beth Alber, Secretary.