

# PTA Community Meeting Minutes

## 11.10.2022

Attendees: Liz Dial, Jeff VanIwarden, Liz Morrison, Elizabeth Mao, Luisa Rosen, Jenn Garcia, Jenny Kratzke, Molly Trappe, Terence Keane, Hope Engel, Katie Hanel, Sarah Reynolds, Lauren Hanson, Katy Sill, Sam Pugh

### I. PTA School Year at a Glance - Liz Dial

Virtual Community Meetings	<b>October</b> <ul style="list-style-type: none"> <li>• Halloween</li> <li>• Rootbeer Floats</li> </ul>	<b>December</b> <ul style="list-style-type: none"> <li>• Review '22 Fall PTA Events</li> <li>• Determine open board and lead positions</li> <li>• Craft Drop-Ins</li> </ul>	<b>February</b> <ul style="list-style-type: none"> <li>★ Premier Martial Arts (2/11)</li> <li>• Announce open PTA Board and Lead positions w/ descriptions</li> </ul>	<b>April</b> <ul style="list-style-type: none"> <li>• Yearbook Orders</li> <li>• School Supply Kits</li> </ul>
	In Person Community Meetings	<b>November</b> <ul style="list-style-type: none"> <li>★ Chipotle Night</li> <li>• Pies for Teachers</li> </ul>	<b>January</b> <ul style="list-style-type: none"> <li>★ Skate City (1/19)</li> <li>• Coordinate PTA Board Nominating Committee</li> </ul>	<b>March</b> <ul style="list-style-type: none"> <li>✓ PTA Board Vote</li> <li>• Request 23/24 Budget Req'ts from Teachers, School, Parents</li> <li>🍿 Movie Night (TBD)</li> </ul>

### II. '23-'24 Board Positions and Nominating Committee

Open board positions for next year:

- Vice President
- Treasurer
- Volunteer Co-Chair

Nominating Committee needed to select finalists

- 2-5 members - parents of CCE students, will have to become active member
- Elected 2 months prior to election (March)
- Unbiased process based on qualification

### III. Field Trip Funding

- 22-23 budget for field trip buses is \$6000 and was based on the assumption that we could use BVSD school buses exclusively
- BVSD buses can only be used between 9 AM and 2 PM which limits certain field trips
- 5th Grade Ameritowne field trip requires a longer day to make it more impactful and means chartering buses
- About Young Ameritowne - Reaching more than 30,000 youth per year, Young AmeriTowne is an award-winning educational program offered to 4th- 6th grade teachers to help students learn about business, economics and free enterprise in a fun and hands-on way. The program has received countless

accolades for its engaging format and its applicability across all types of student and school demographics. It is a signature part of CCE's 5th grade curriculum.

- Request is to increase budget from \$6000 to \$7700 and the funds are available but PTA process requires a majority vote by members to utilize the funds
- PTA can reallocate \$500 from the line item for Girls Leadership event since it is not currently being offered to the field trip budget (it should be noted PTA will continue to fund parent and student educational enrichment events. This school year Mr. M will provide a parents and youth sports program in early 2023.)
- Remaining funds to meet the field trip transportation funding need can come from the areas of fundraising where we exceeded budget (Corporate match, Direct fundraising)

#### IV. PTA Fundraising & Expense Snapshot (October 2022)

Revenue / Expense	Classification	Actual	Type Budget	Remaining
Revenue	Total Contributions Income	15,549	14,000	-1,549 ①
	Total Direct Donations	40,661	40,000	-661
	Total Fundraising Income	3,144	14,950	11,806
	<b>Total</b>	<b>59,354</b>	<b>68,950</b>	<b>9,596</b> ②
Expenses	Total Coal Creek Support	8,000	32,059	24,059
	Total Direct Classroom Expen...	0	6,000	6,000
	Total Direct Fundraising Expen...	2,346	3,440	1,094
	Total PTA	2,237	9,462	7,225
	Total Specialty Classes	0	5,350	5,350
	Total Student Enrichment Prog...	0	12,639	12,639
	<b>Total</b>	<b>12,583</b>	<b>68,950</b>	<b>56,367</b> ③

1. We exceeded our fundraising targets for contributions income (corporate donations that are matched by employers and corporate sponsors) and direct donations (Jog-a-thon)
2. We have about \$9,500 left to raise this year (dining for dollars, king soopers/amazon smile, longmont dairy caps)
3. We will distribute about \$56,000 to support Coal Creek students in the coming months

#### V. Teacher Appreciation Update

- Teacher Appreciation budget works out to \$20 per teacher/staff member for the entire school year
- Initiative needs to strike balance between asking for parent contributions for time < money, resources and then using funds to alleviate pressure of asking parents for too much
- Trying to set a cadence where we ask parents for their help every other month so as not to tire them out
- December - Used to be cookies but that requires asking for parents' help two months in a row so moving cookies to February (Valentine's Day) and gifting all teachers with honey and lotion from beekeeper

#### VI. PTA Voting Process

- Once a funding request or reallocation of funds is discussed, vetted and unanimously approved for vote by the PTA board then the matter is sent to all current PTA members
- The vote is emailed out to all current PTA members with an explanation of the request
- The email will include information for why the PTA is in favor of the request

## VII. Principal's Message

Marshall Fire Anniversary - want to offer opportunities but make everything optional to support those who want it

1. Holiday Craft Workshop
  - To recreate/create keepsakes students made when they were younger
  - Two afternoons in gym in December, one weekend day at the rec center or library
  - Funding will come from various community sources
  - Crafts to include items teachers indicate they made every year with students ie snow sticks, gingerbread person, etc
2. 2023 Parent Coffee & Tea meetup
  - Coffee, tea, conversation
  - Wednesday, January 4 (8:50 - 10:00 AM - late start day)
  - Near front entrance of school

## VIII. Upcoming Volunteer Opportunities

- Lead for spring carnival - there is a playbook, can be a shared role, will have a lot of support
- Shifts still available in classroom and library

## IX. Review of FET (Family & Educators Together)

- District program so in many area schools
- Community and Family Partnerships department within BVSD
- Bring underrepresented families voices to the school (typically non-English as a first language households)
- Team of staff and parents together who have monthly meetings to discuss issues that have come up
- Fireside example - families were unaware of why fundraising/Joagathon was held and why they had to give money
- Elizabeth is new to CCE this year and exploring the idea of what is needed
- Typically led by a community liaison or ELD teacher which we don't have at CCE
- Elizabeth sees a real opportunity to bring multiculturalism to our events and community
- Can be added to the content shared with new families via PARENT Partner program
- Lunar New Year event with other Louisville elementary schools?

## X. Spirit Wear

- Sarah Reynolds to explore option for bulk ordering 1-2 times per year to save on shipping costs
- Also explore sourcing items from a local vendor bc/ current vendor based in Ohio

## XI. Contact/Follow up

- Contact Elizabeth Mao re FET: [elizabeth.m.mao@gmail.com](mailto:elizabeth.m.mao@gmail.com)
- Contact [garfield2020@gmail.com](mailto:garfield2020@gmail.com) re Climate Action Group
- Contact CCE PTA if you are interested in planning the spring carnival, adding a topic to the next PTA meeting: [coalcreekelementarypta@gmail.com](mailto:coalcreekelementarypta@gmail.com)

## XII. Next meetings

### November

- Tuesday, November 15 at 6-6:30 PM (virtual): Q&A for 11/10 meeting

### December

- Tuesday, December 6, 6-7 PM (virtual): PTA Community Meeting

### January

- Friday, January 13, 8-9 AM (in person): PTA Community Meeting
- Tuesday, January 17, 6-6:30 PM (virtual): Q&A for 1/13 meeting

### February

- Tuesday, February 7, 6-7 PM (virtual): PTA Community Meeting

### March

- Friday, March 10, 8-9 AM (in person): PTA Community Meeting
- Tuesday, March 14, 6-6:30 PM: Q&A for 3/10 meeting

### April

- Tuesday, April 11, 6-7 PM (virtual): PTA Community Meeting

### May

- Friday, May 12, 8-9 AM (in person): PTA Community Meeting
- Tuesday, May 16, 6-6:30 PM (virtual): Q&A for 3/12 meeting