

**University Park Meeting Minutes**  
**Minutes of the Monthly Meeting of the PTA Board and Membership**  
**September 12, 2017**  
**6:00 PM**

**Location of Meeting:**

U-Park Gymnasium  
2300 South Saint Paul Street  
Denver, CO 80210

**Present at Meeting:** Stacey Hauhuth, Merrell Aspin, Scott Rathbun, Angela Rathbun, Ben Nianthet, Bee Charphaka, John Vibana, Grant Varveris, Gilda Zaragoza, Jennifer Baker, Bree Vialpando, Geoff Babbitt, Carin Wagner, Traci Samaras, Melinda Davis, Kim Betts, Stephanie Donahue, Ivy Donaldson, Heather Wise, Monica Hazelwood, Tamara Reese, Michelle Austin, Steven Shi, Dru Nielsen, Sean Spiegel, Seann Smith, Katy Lay, Nate Lipke, Ann Macri, Kristen Jackson, Kath Quinn, Candace Kristensson, Jen Frenkel, Emily Menkis. Hazel Gibson, Sue Jaffke-Stutz, John Urbana, Rachelle Montanaro, Jhon Jondono, Martha Bahamon, Katie Fitz-Gerald, Meridith Burrows, Kathleen Chambers, Austin Cooley, Melissa Gray, Mary Leathers, Robin Plumb, Jeni Rinner. (total: 48)

The regular meeting of the PTA Board and Membership of University Park was called to order at 6:07 PM by Stacey Hauhuth.

- I. WELCOME AND INTRODUCTIONS Stacey Hauhuth
- II. COMMITTEES AND VOLUNTEERING
  - a. Apple Campaign - Traci Samaras ([apple@uparkelementary.org](mailto:apple@uparkelementary.org)) introduced herself and thanked Carin Wagner who was prior chair. The 2017 goal is to raise \$70,000. Checks can be dropped off in main office.
  - b. Silent Auction - Katie Fitzgerald (is new auction co-Chair with Becky MacDonald who was unable to attend ([auction@uparkelementary.org](mailto:auction@uparkelementary.org))). The event will be held April 21 at DU. This Thursday's newsletter will contain info on how to volunteer. The goal is to raise \$75,000.
  - c. Grocery Cards - Kristen Jackson ([shop@uparkelementary.org](mailto:shop@uparkelementary.org) or [Uparkdaisies@gmail.com](mailto:Uparkdaisies@gmail.com)) is chairing. She asks that we talk up the cards. Last year the grocery cards goal was \$10,000, which was not met. The goal for this year is the same, but the potential is much higher if all were to contribute. Out reach has been good, as all in attendance have a grocery card. We will also ask for room parents to hand them out.
  - d. Garden - Geoff Babbitt ([garden@uparkelementary.org](mailto:garden@uparkelementary.org)) is continuing as chair. The garden has again been approved for the garden to cafeteria program again. This committee no longer requires a line item in the budget as he has found support from other grants and businesses in the community.
  - e. Sponsorship Chair - Carin Wagner is also in her first year as chair. The goal is to have the community help support school by soliciting \$6000 from sponsors. Five packages are available and include advertising the

auction, website banner, creating a banner along the school fence, or in the school directory.

- f. Wellness - Kath Quinn is chair. Kristen Wolf was previous chair. University Park has been known for its healthy eating and exercising campaign. This is accomplished by advocating for healthy snacks in the classroom, no food birthdays, fun run, and field days with the before school training. The Backpack program and Green Team are also part of the Wellness committee. Next Tuesday morning is the first meeting.
  - i. Fun Run and Carnival - Melinda Davis continues as chair. The Fun Run is in its 12<sup>th</sup> year. The event is scheduled for Sunday, Oct 22<sup>nd</sup> Sunday, with the run starting at 11:30. It is a one mile race around Observatory Park. The Carnival afterward is held on the school grounds. This event is not a fundraiser. It does require as many as 100 volunteers for running games, grilling foods, and assisting with set up and clean up. The week prior will also have morning running at UPark. This year there will be only an on-line registration for the event (no flyers coming home in folders). Scholarships are available. Cost is planned at \$30 per child. Sponsorships have already been obtained from CACM for \$750 whose name will appear on the t-shirts. The committee is long for more health and sports related sponsors to aid in offsetting the costs. This is a large event with over 550 meals served, 380 wristbands sold for the carnival, and 250 kids running. The hope is to have more kids running. Again we will need 100 volunteers the day of the event. For every fundraiser we like to have 3 community events that are not of cost to our families. Room parents will send out a sign up genius for volunteer efforts.  
\*\*\*Note, ALL UPark volunteers must complete the background check process through DPS.
  - ii. Backpack Program - Svenja Henze -- Backpack now has six volunteers. Previously there have only been two people helping. This is a food assistance program for families in need. Food support will start this week with 11 families and 17 kids being supported. Food is currently donated by WholeFoods and a few local bakeries. One goal of the program is to look for different donations. The group has raised \$360 in the past couple of weeks and applied for a Wal-mart grant. They will also reach out to Food Bank of the Rockies, and Metro Caring.
- g. Advocacy and CO PTA: Merrell Aspin A goal this year of the Colorado PTA is to have all schools in the state receive and distribute information from their office to further the cause of supporting our schools, children and communities. In 1897, the National PTA was founded and continues to be the largest child advocacy group in the country. CO PTA examines the upcoming legislative session which runs from Jan-May to determine which bills would have the greatest impact on our schools. Merrell will provide updates on these bills and calls to action each month. Great Education Colorado is working to get a ballot initiative in 2018 to modify the current funding situation in our state, and as a PTA we are hoping to assist in these efforts. If you have any questions email [uparkpta@gmail.com](mailto:uparkpta@gmail.com)

- III. PRINCIPAL UPDATE - Grant Varveris This is his fourth time attending the first PTA meeting of the year. It takes a great amount of support to keep a highly functional school like University Park successful, so he thanks us for all everyone does. Grant V. supports the Advocacy and Great Education Colorado initiatives and will continue to do so by ensuring he contacts all 25 schools in the SE area and informs the principals at all those schools of how to push for positive change. Forth week, this has been the best and smoothest launch of a school year after 20 years of education. Grant also wanted to give a huge thank you to the four current board members who will be retiring at the end of this year, and asked people to step up, fill these rolls and help lead PTA in the coming years. Without the support of a strong PTA, the school will suffer. We need leaders whose vision is to help kids, teachers, and the school.
- a. \*\*\*Volunteer forms! All parents must do one. Grant asks that everyone fill it out and return it to the main office. All families must fill one out. There is an on-line version that can be printed. These forms must go through volunteer services at DPS, and the background check can take more than 2 weeks for approval. Grant will witness each one before signing it in. This is for the safety of all children in the school.
- IV. FINANCIALS AND PROPOSED 2017-18 BUDGET Jen Frenkel, Treasurer
- a. Financial Audit Report 2016-2017 was presented to the PTA showing that financial books reconcile with bank accounts. If you have any further questions on the Audit Report, please email Jen Frenkel at [treasurer@uparkelementary.org](mailto:treasurer@uparkelementary.org).
- b. Proposed Budget: Each line item was discussed. This was helpful in describing financial status, but more so for introducing this large parent body to all the programs supported by the PTA. It was emphasized that pushing for more people to use the Smile campaign at Amazon may bring in more financial support, as 1/2% of all purchases is donated to University Park.
- i. Details were given about the Band, including that the PTA owns and maintains all the instruments. Scholarships are available and last year, 15 students received scholarships. The costs of band include maintaining instruments and a concert accompanist, but money is raised through instrument loaner fees and Restaurant Nights. The goal of the program is to break even.
- ii. Monetary grant to University Park: If the budget is approved tonight, the check will be provide to the school in the morning.
- iii. Library: Plan is to spend \$1000 on new books
- iv. Classroom Materials- Teachers make proposals which first go through the principal and are approved by our PTA board.
- v. Facilities: Last year the PTA supplied new art tables. Not sure what it will be used for in the upcoming year.
- vi. Social Worker fund: Steven V. is new social worker, for holiday support and gift cards.
- vii. DPS Foundation Contribution: DPS Foundation tries to build equity in schools. One area supported by them is before and after school programs. The University Park Neighborhood Center was started from a grant from the DPS Foundation. They are why we

have the top Discovery Link program in DPS with 315 individual students supported through the Neighborhood Center.

viii. Community Events

1. 5<sup>th</sup> grade graduation costs looks high, but last years receipts were not received until this fiscal year, therefore that is two graduations in this year's budget.
2. Golf Tournament: The PTA facilitates this event for the Neighborhood Center. We have been holding the profits in the past until requested by them. The money raised is not used by our PTA, it is for Neighborhood Center. Jhon noted he would be interested helping with this and other fundraising.

ix. Operations: COPTA gets \$6.25 of \$10 per member fees.

- c. Budget Approval. Candace Kristensson moved to accept the budget. Melinda Davis seconded that movement and the vote was unanimous.

V. QUESTIONS AND OPEN DISCUSSION

- a. Carin Wagner asked Grant V to explain the \$120,000 grant and how the school uses the budget. For budgeting purposes, DPS calculates employee pay based on average salaries. (Numbers are a rough approximation for understanding) The average cost of a teacher for 2017-2018 is about \$70K including all benefits. University Park receives about \$2.4 million budget. When actual money comes in from PTA, that money can be used to pay actual salaries. Lets say for a first year teacher that it is about \$40K, leading to a savings of 30K that gets plugged back in to the school's budget. From the \$120K funds the PTA pays for 2.2 teachers. Then that extra money, about \$66K, is why we can have small kindergarten class sizes with both a teacher and 6 hour para, two first grade paras, ½ time mild mod para and extra drama, music and art. For every dollar donated, the school can actually use more like \$1.15. This is the best way to spend the PTA money to support all the kids at the school. University Park has the lowest class size of 180 schools and retains and attracts incredible teachers. Principal Varveris stated that zero dollars from PTA would be his hope in five years because school funding from the state for all children would be much more ideal, and parents shouldn't have to pay for staff.
- b. Previously University Park held many more fundraisers and kids were having to sell items, the focus has changed to pushing for families who can support the school to do so.
- c. Smile at Amazon should be pushed more often, we need everyone to be pushing this information to all community members including sending this information to your family members.
- d. We need more volunteers to execute ideas.
- e. October 10<sup>th</sup> is the next PTA meeting in the Art room at 6pm.