



**University Park Elementary**  
**Minutes of the Monthly Meeting of the PTA Board & Membership**  
**November 12, 2019 - 6:00PM**

**Location of Meeting:**

UPark Art Room  
2300 South Saint Paul Street  
Denver, CO 80210

**Present at Meeting:** Candace Kristensson, Angela Rathbun, Natalie Nove, Devon Parish, Eric Atonna, Natalie Jacobsen, Audrey DeHarty, Julia Layton, Julia Gold, Jenn Nolan, Rachelle Montanaro, Merrell Aspin, Ellen Landy, Jennifer Dethmers, Haleh Tousi, Jamie Lin, Susan Westhof - TOTAL: 17

The regular meeting of the PTA board and membership of University Park was called to order at 6:02 PM by Angela Rathbun.

**I. WELCOME AND MINUTES APPROVAL - Angela Rathbun / Natalie Nove** - Angela began the meeting by asking for minutes approval for the October PTA meeting. The minutes were approved.

**II. PRINCIPAL UPDATE - Eric Atonna, Principal** - Eric began by thanking everyone for attending the meeting. He then deferred to Natalie to give the following presentation 'Student Culture and Restorative Practices'.

**III. ASSISTANT PRINCIPAL UPDATE – Natalie Jacobsen, AP** - The presentation started with the systems and structures for behavior at UPark; what are our structures and how can we improve them. We started with the details around the five character traits – caring, joy, cooperation, responsibility and respect. Each character trait is taught in the classroom. This year we have also firmed up the common expectations used around the school – including posters with the OWLS acronym representing the expectations for each space; for example, on the playground, the acronym stands for: O for Owl Voices, W – Walk on the blacktop, L – Let others play with you, S – Safety first. We then built on our existing structures. Owl tickets have been in place for a while and will continue to be used. Daily morning announcements have started this year and they include giving 'shout outs' to Owl ticket winners. This continues to reinforce this positive behavior. We are adding five Wise Owl assemblies throughout the school year – the first held this in early November recognized students showing the character trait of 'caring'. PTA funded Wise Owl t-shirts were provided to the students that won. We are tracking these students in a spreadsheet in hopes that all students will have a chance to win by the end of the school year. In regards to discipline, we use a restorative practice – the conversation asks the student following questions - what happened? who was affected? what can you do to take responsibility? what can we do to make it right?

**Parent Question: What about when it's a safety issue?** Most of the level one type behaviors are dealt with using a restorative conversation. Higher level behaviors, which may include bullying, theft, harassment or destruction are dealt with on a case by case basis. A flow chart was shown detailing how level 1 behaviors are addressed by Natalie. For behaviors that are a level 2 or level 3, the student would complete an office referral. In addition, the student would complete a 'think sheet' in the office and meet with Eric or Natalie for a restorative conversation. Parents will then be called with the student present. After that, the student will return to the class and have that restorative conversation with the other student(s). Think sheets help the student write down and process the restorative process.

**Parent Question: What about students who report disruptive or dangerous behavior as a third-party?** The student reporting inappropriate behavior can always choose to be anonymous. If the student was affected whatsoever, we would hope that student would want to be involved in the conversation. A child is never forced to have a restorative conversation.

**Parent Question: What is required to get a child to an IEP if the behavior continues to be disruptive to the class?** This is a very long process within the district. At every different level of inappropriate behaviors (level 2-5), we have to try different types of interventions and each one lasts six weeks long. They are required to have a total of three six-week long interventions. Each student is dealt with on a case by case basis. A permission form to have the student evaluated for an IEP is sent home for parent approval if it is determined that it is needed.

**Parent Question: Is the new psychologist in house handling the IEP process for behavior?** This is a large team effort, but having a psychologist on site (as opposed to a social worker) helps to streamline the process.

**Parent Question: Staff reviews by students – how are those utilized?** It is data that we look at a school-wide level and as well as per teacher. It is part of each teacher's end-of-year evaluation and for providing feedback to him/her. It also contributes to the SPF. The reviews can happen twice per year. Every teacher in the building has the same coaching opportunities and framework for requirements for performance.

**IV. TEACHER REPRESENTATIVE – Alexis Morof** - Ms. Morof was not able to attend the meeting.

**V. MULTICULTURAL NIGHT – Angela Rathbun** - Multicultural night is this Thursday night, the 14th. Everyone has been asked to bring food to share – an app or dessert. We have a very cool drumming duo coming, which was funded by the PTA. For the last 20 minutes, we have an Indian dance group coming to perform. We want to make it interactive for the children as well as the parents. Quite a few ideas were discussed to get the word out to the community.

#### **VI: COMMITTEE REPORTS**

- **Mobility – Candace Kristensson** – The city is listening a little bit in regards to managing traffic. She encouraged parents to continue making calls. A crosswalk on the south side of the school has been discussed as a 'must-need'. She asked if a group of us could sit down with the city leaders at some point to discuss safety around the school. In addition, she suggested pushing the city to set up speed traps.
- **Apple Campaign – Julia Gold** – As of tonight we are at \$57,000, which is about 13k short of our goal. Last year at this time we were at 67k. Some big donors have left the school. Many options were discussed about how we can gather the rest of this money. The goal date for the campaign is this Friday November 15<sup>th</sup>, 2019, but we will continue to accept money as it comes in throughout the school year.
- **Auction – Rachelle Montanaro** – The auction is 7-11pm on Friday, April 24<sup>th</sup> at Space Gallery on Sante Fe. It's a very cool space. We are being cognizant of how much we are spending up front. A parent at UPark is a local celebrity and has offered to MC the event. The theme is being discussed. The first committee meeting is December 5<sup>th</sup> at 7pm at Tamara Reese's house.
- **Grounds – Angela Rathbun (on behalf of Becky Limanni)** – The Gaga Ball Pit will be installed very soon. Part of the materials were delivered today, with the remainder expected later in the week. We are hoping to rally some parents to put it together this

weekend. We are planning on inviting some children to come to our next PTA meeting to tell everyone about it.

- **Restaurant Nights – Angela Rathbun (on behalf of Katie Riddle)** – These are ongoing. They are scheduled out for the entire school year. The next one is November 19<sup>th</sup> at Wahoo Fish Tacos and it's a 50% gift back to the school.
- **Green Team – Angela Rathbun (on behalf of Ashleigh Ruehrdanz)** – The kids on the team made a video and she wants to make sure people have seen the video. This video talks about how waste sorting happens in the cafeteria.
- **Backpack Program – Ellen Landy** – Another food bank volunteer day has been targeted for Feb. 1<sup>st</sup> or Feb 8<sup>th</sup> at the Food Bank of the Rockies. Eighty children or 32 families are benefiting from the program this year. A 5k grant from Wal-Mart has been submitted.

**VII. EASY WAYS TO SUPPORT UPARK THIS HOLIDAY SEASON – Angela Rathbun-** King Soopers, Amazon Smile and Minted are all passive fundraisers and a great way to contribute this season. New this year is a 20% off coupon to Minted (holiday cards) and the company has offered to give 15% back to UPark.

**VIII. FINANCIALS UPDATE / BUDGET REVIEW - Devon Parish** - The financials were reviewed with a discussion of income and expenses through October.

**IX. QUESTIONS AND OPEN DISCUSSION** - Angela adjourned the meeting at 7:40PM.

#### **UPCOMING DATES:**

<i>Nov. 14 5:30-7 pm</i>	<i>MULTICULTURAL NIGHT</i>
<i>Nov. 14 6 pm</i>	<i>PROSPECTIVE PARENT OPEN HOUSE</i>
<i>Nov. 15</i>	<i>PICTURE RETAKE DAY</i>
<i>Nov. 19</i>	<i>RESTAURANT NIGHT, Wahoo Fish Taco (Colo. Blvd)</i>
<i>Nov. 25-Dec. 2</i>	<i>NO SCHOOL</i>
<i>Dec. 12</i>	<i>RESTAURANT NIGHT, The Pioneer</i>
<i>Dec. 12</i>	<i>KINDER/1st GRADE MINI MUSICAL</i>
<i>Dec. 17</i>	<i>BAND CONCERT</i>
<i>Dec. 23-Jan. 6</i>	<i>NO SCHOOL, WINTER BREAK</i>
<i>Jan. 20</i>	<i>NO SCHOOL</i>
<i>Jan. 23</i>	<i>ART NIGHT</i>

