

**Sierra PTA General Meeting**  
**April 5, 2022**  
**Meeting Minutes**

Sierra Elementary School Library and via Google Meet

- 1) Call to Order - The meeting was called to order by Co-President Mary Zimbelman at 6:37 p.m.
  - a) Approve minutes from February 2022 meeting - Co -President Zimbelman presented the meeting minutes from the last general membership meeting. Dawn Schippe moved to approve the meeting minutes. There was no objection to the motion.
  
- 2) Principal's report and questions
  - a) Principal Brickley noted that they are in the middle of CMAS testing and preparing for Arts Night. He opened for questions, and in response to a question about enrollment for next year noted that we are budgeted at 445 students, and currently have 435 enrolled.
  
- 3) PTA Updates
  - a) Treasurer Sarah Crawford presented the YTD report on a handout to the membership. She noted that the recent Read-a-Thon fundraiser was not included because the funds are not yet received. She also presented a summary of the expenses she expects to be used this year.
    - i) Co-President Sheryl Doll provided an announcement on the fundraising amounts and minutes read from the Read-a-Thon.
  - b) VP Membership Melanie Kelloff did not have a membership update.
  - c) The updates on Community Events and Committees were postponed as the Board Members providing updates were expected to arrive later in the meeting.
  - d) Strides for Sierra Committee - Mary Zimbelman updated that Strides for Sierra will be held Sunday, October 16, 2022. They are looking for new committee members. Please reach out to Mary if you are interested, she would like to meet before the end of the school year.
  - e) Co-President Zimbelman also announced that a volunteer appreciation event will be held on April 28 at Flights in Olde Town Arvada, 6:30 to 8:30 p.m.. Appetizers will be provided, the event is open to any PTA or school volunteers from the year.
  
- 4) Teacher Grant Requests (2) - classroom reading books
  - a) Treasurer Crawford presented two teacher grant requests for the membership to consider. She noted we have \$800 remaining in the budget for teacher grants. Teachers Ms. Miller and Ms. Gurley are requesting novel sets for their classroom, at a cost of approximately \$230 plus tax. Sarah recommended the membership approve the grants for a cost of up to \$250.
    - i) Heather Flannery moved to approve up to \$250 for the grants. The motion passed.
  
- 5) Staff Gifts - proposed change to 2021-2022 Budget

- a) Treasurer Crawford also requested the membership consider a change to the current budget for staff gifts. Because of the number of life events for staff and teachers, the Board is requesting an additional \$100 for this year.
    - i) Kristen Hinkle moved to approve, and the motion carried.
  - b) There was a question from Sierra staff about getting approval for unused Excel funds from this year, and the Board clarified that any Excel grant requests can be approved by the Board so can still be reviewed and approved for this year.
- 6) Budget 2022-2023
- a) Treasurer Crawford also presented the proposed 2022-2023 budget to the membership. She noted that the budget was posted online 30 days ago and includes descriptions of how things will be spent.
  - b) The Board proposed a change to the approval process for teacher grants from general membership approval to Board approval.
    - i) Sheryl Doll moved to approve the change, and there were no objections.
  - c) The Board also proposed a change to the Science Fair item from \$1,000 to \$1,200.
    - i) There were no objections to this change.
  - d) Vote for the 2022-23 Budget - Treasurer Crawford noted that the yellow on the proposed budget is what changed from the prior year. She also noted that the line item for a school gift is a plug figure, and the \$500 is carry over. She noted that we also changed how we report and calculate the membership dues line item.
    - i) There were questions from the membership. The Board clarified that YTD reporting for the Read-a-Thon is not yet complete as it has not yet been received. The request for reimbursement for conference dinners has not come in yet. Technology grants are lower than the current year budget because the current year was bumped due to needs following the COVID year. There is still a need for technology but the district is covering more.
    - ii) Kristen Hinkle moved to approve the proposed budget as amended. The motion carried, and the budget for 2022-2023 was approved.
- 7) PTA Board Elections for 2022-2023 Board - Co-President Zimbelman moved to the Board elections before discussing the School gift.
- a) Presentation of slate of nomination from Nominating Committee - Heather Flannery from the Nominating Committee presented the slate of candidates from the Nominating Committee:
    - i) President – Mary Zimbelman
    - ii) VP Membership – Melanie Kelloff
    - iii) VP Committees – Becca Rehme
    - iv) VP Community Events – Lindsay Bunyard
    - v) Treasurer – Sarah Crawford
    - vi) Secretary – Jessica Fahrenholtz
  - b) The floor was then opened for additional nominations. There were none.
  - c) Heather Flannery moved to elect the slate of candidates. The motion carried, and the slate recommended by the Nominating Committee was elected.
- 8) PTA Updates continued

- a) Community Events - VP Community Events Linday Bunyard announced that the Bliss fundraiser will be held on April 21. The Sierra Earth Day Celebration will occur on April 24. It includes the potential for bird watching for some students, neighborhood clean up, and gift certificates and face painting for those bringing trash in.
    - i) Heather Flannery announced that Sierra Cruisers will occur on May 21 at 8:30 p.m. Bring your own bike lights and flashlights, but the PTA will provide as well.
- 9) School Gift - proposed change to 2021-2022 Budget.
- a) Treasurer Crawford announced there is \$30,000 to spend on a school gift. She provided a handout with the calculation for the amount of money remaining for a school gift. She estimated remaining expenses for the year to reach the school gift amount and is available if there are any questions.
  - b) The Board called for those who provided ideas to present their ideas.
  - c) Sheryl Doll, Heather Flannery, and Nicolas Flannery presented on a request for a new track for the school. It was for a paved 10-foot wide track in the existing location of the dirt track. The amount could be up to \$80,000 and they recognized this would be a multi-year funding project. It could also include an increase in running club dues.
    - i) After questions from the membership, the group noted they have received estimates but have not yet talked with the District. They would be relying on existing staff to plow the track during winter weather. Principal Brickley noted that the vendor must be approved through Jeffco, including insurance and bonding requirements. The proposal was a request to earmark funds to pursue this potential track. They would form a committee to get more information and pursue and then present again to the membership next year. They would also seek out community funds and grants that may be available to help cover the cost. During a later discussion following the math and science presentation, the group requested \$20,000 this year, to set aside for the track.
  - d) Melanie Kelloff presented on requesting funds for math and science resources for the school. She had put out a request to teachers for needs and heard from several grades for requests totalling about \$5,000. This included 1st and 2nd grade specific science kits, and 4th grade blackout curtains for experiments. We don't know the exact need, and would need more time for an accurate number. She is requesting a bucket of money for science and math curriculum, for the school to spend, trusting that it would be spent in these areas.
    - i) Christy Yacano noted that staff need consumables. Principal Brickley noted that the science kits have not been upgraded in years. Ms. Gurley also noted that needs change over the years. There were questions from the membership about curriculum and changes to curriculum over the years. There was also discussion about the amount needed for these two areas, and ultimately Principal Brickley proposed \$21,000 for math and science curriculum supplements.
  - e) Dawn Schippe presented a sunshade for the playground. It would be a single 14-foot hexagonal umbrella, hopefully near the learning areas. Costs have

increased since the first sunshade on the playground was installed, and it is now \$7,000 for material, shipping, and installation. It is provided by a JeffCo approved vendor. There is no maintenance.

- i) There were questions from the membership, and Dawn clarified that it is permanent, and cannot go larger without concern about the snow load.
- f) Co-President Doll read from additional proposals submitted online by the membership:
  - i) Garden Beds - \$500 for 4-foot by 8-foot bed to teach students about food, life cycles. The person who submitted the request would be willing to head the committee. Principal Brickley expressed some concern about maintenance costs including the labor costs. He also noted there is a special principal meetings for community gardens that are required. The school considered this during construction, but the cost and work were too much.
  - ii) Donation to other schools or to a Ukrainian orphanage. The Board noted that we cannot donate to another group, larger than about \$100, since our fundraising was for our school and our PTA's mission.
  - iii) Halo Rove air purification system - no specific amount listed.
  - iv) Teacher lounge upgrades - up to \$20,00. There were questions from the membership about what the teachers may need in the lounges.
  - v) Soccer nets - \$400 for nets on the soccer goals. Staff noted that they may have some but they were taken down because of safety concerns.
- g) Co-President Doll opened the floor to other proposals. There were none.
- h) Co-President Zimbelman explained that the vote would be weighted, each member can vote for three. The first choice receives 3 points, second receives 2, and third receives 1. We will then see which proposal receives the most votes. The money would waterfall based on ranks, i.e., the winning proposal gets the amount requested, the second receives funding if available, and if money remains the third will receive funding.
  - i) It was also clarified that if there is a tie, the Board will decide.
  - ii) If a proposal ends up not working out, the money will be in the budget next year and the membership can decide what to do with those funds.
  - iii) The Board called for any objections to the proposed voting mechanism. There were no objections. Paper ballots were distributed to members only on the attendance list, and a link for online voting to members in attendance via Google Meets. The Board will count following the meeting. Members were welcome to attend.

#### 10) PTA Updates continued

- a) VP Committees provided an update on the upcoming Arts Nights event including crafts, performances, and food trucks.
- b) There was also an announcement that Emily Anderson will head the 100-mile club next year, which will fall under the PTA going forward.

11) The meeting was adjourned at 8:33 p.m.

\*\*\* Following the meeting, several Board members and members stayed during the count of the paper ballots. The first place proposal was math and science supplements for \$21,000, the second was the track to be allocated \$9,000 toward the project.