

West Campus PTA Minutes

February 10th, 2026 | 4:00 PM | Zoom Link

Attendees: Kayla R., Admin, Sam Miller, President, Carlee Ricketts, Parent, Madison Anderson, Treasurer, Jonathan Spohr, Volunteer

Announcements:

Carlee Ricketts was voted in on today's call as Vice President of PTA.

Valentines event confirmation of duties - no donuts. PTA Convention April 11th - 12th at UCCS.

Register by 3/21 - copta.org/convention or officers to complete online trainings.

PTA Results

Flowers have been ordered (delivery 2/12) and note sent to Kayla for printing. Sam and Carlee to meet up on 2/13 to put together at school and hand out to kids at end of day. Jonathan presented cost findings for eggs. Madison wasn't able to get any response from 5 Below.

Treasurer's Report

July 1, 2024 - June 30, 2025						
Date	Check #	Credits	Debits	Bal	Payee	Notes
7/1/2025		\$2,369.03		\$2,369.03		Opening Balance ENT
9/3/25		\$759.33		\$3,128.36	King Soopers	Earnings Apr - June
9/17/25			\$19.74	\$3,108.62	King Soopers	
10/3/2025			\$12.00	\$3,096.62	King Soopers	Donuts/Bagels Day
10/4/2025			\$62.29	\$3,034.33	Eistein Bagels	Donuts/Bagels Day
10/16/2025			\$201.97	\$2,832.36	Jimmy Johns	Parent-Teacher Conferences
11/1/2025		\$789.86		\$3,622.22	King Soopers	Earnings July - Sept
11/16/2025			\$66.96	\$3,555.26	King Soopers	Healthy Snack Station
11/17/2025			\$76.30	\$3,478.96	Sams Club	Healthy Snack Station
11/17/2025			\$18.66	\$3,460.30	King Soopers	Healthy Snack Station
12/15/2026			\$500.00	\$2,960.30	Coffee Station	
1/6/2026			\$176.00	\$2,784.30	Insurance	
1/20/2026			\$31.00	\$2,753.30	Give Backs	
1/29/2026		\$10.00		\$2,763.30	Give Backs	
2/10/2026		\$778.12		\$3,541.42	King Soopers	Earnings Oct-Dec
				\$3,541.42		
				\$3,541.42		
				\$3,541.42		
Balance		\$3,928.22	\$457.92	\$3,470.30		

Call Outs

- Title 1 rep feedback for SAC joining us in March meeting.
- Official election in March for current or proposed officers. The two year mark for Sam and Madison has been met. Per COPTA rep, it was recommended to hold an election and announce. As long as the majority was at the meeting, roles can be voted or temporarily filled based on need.

Upcoming Events

- Valentine's - 2/13
 - Student Carnation Grams - ordered/printed. Onsite: Sam and Carlee.
- Bingo for Books - 3/11
 - PTA Table with CMAS testing tips to hand out to students attached to a protein bar - \$100 estimate. Sam, Carlee and Madison to gather materials. See action items. Onsite: Madison, Sam, Kayla, Jonathan, Carlee, Michael.
- Easter Eggs and Renew Coffee Cart - 4/6 & 4/13
 - 4/6 - Easter Egg baskets for classroom teachers (estimate: 40) - big easter eggs with \$1 scratcher, Emergen-C, Liquid IV packet and you are "eggcelent" note.
 - Purchase Requested with Kayla on 2/11 for the school to purchase
 - [6" Easter Eggs, 12 Count](#) - Order (4) 12-packs (48 total eggs)
 - [Emergen-C](#) - Order (2) 30-packs (60 packets in total)
 - [Liquid IV, Tropical Punch](#) - Order (1) 16 pack
 - [Liquid IV, Lemon Lime](#) - Order (1) 16 pack
 - [Liquid IV, Concord Grape](#) - Order (1) 16 pack
 - PTA pays for scratchers - need to purchase
 - End of March - decide who will come in to help put things together (Sam cannot help day of 4/6).
 - 4/13 - Coffee Cart - \$500 estimate.
 - Madison emailed Renew Coffee on 2/11 to schedule for 4/13. Waiting for a response.
- Field Day (May Date TBD)
 - Hats: Only do 50 and make them special prizes - estimate \$500
 - Other cool activities: Slip n' slide, bounce house, face paint (art students from coronado), temporary tattoos of West Logo, ice cream truck, snow cone machine - estimate \$500.

New Business

Grants

Fundraisers

Action Items

- ☐ Sam to get nut free protein bars from Sams/Costco
- ☐ Carlee to print out testing tips and send to Kayla for printing
- ☐ Madison to put together bars and tips on 3/6 or weekend prior.

- ☐ Jonathan to reach out to ice cream truck contact for pricing/availability for field day.
- ☐ Carlee offered her time to help set up with snow cone machine for field day with help of Michael on condition of the machine at school.
- ☐ Sam to send verbiage for announcement of election for Kayla to email out to parents with newsletter.

Next Meeting

Election of officers, results of carnation grams, PTA convention reminder, Title 1 rep for SAC, confirmation of duties for April event.