

Parley's Park Elementary PTA Meeting Minutes

Date: September 3, 2026

Time: 8:30am

1. PTA Membership and Meeting Location

- Reminded families that PTA membership is available for \$25.
- Announced the new PTA meeting location will be in the Oasis.
- Introduced board members.

2. Principal's Update — Kim Howe

Oasis Meeting Space

- Thanked Erin P. for designing and putting together the Oasis space and the PTA for funding it. It is a space for PTA meetings Professional Learning Communities (PLCs).
- Shared appreciation for having a dedicated space that supports meaningful conversations and collaboration.

School Theme and Staff Connection

- Introduced the new Camp Parley's theme and sticker.
- Discussed a staff connection project focused on intentionally building relationships among staff members. Strong adult collaboration positively impacts students.
- Each adult on campus received a bag of self-regulation tools, including timers, stickers, and balls to support students.

School Community Council (SCC)

- Announced two open SCC positions and encouraged parents to apply.
- An election will be held to fill the positions.
- Parents are encouraged to reach out to SCC members with concerns and suggestions.
- The new term begins this year, with the first meeting scheduled for October.
- SCC terms are two years.
- Application deadline: September 11.

New Legislation and School Policies

- Discussed new legislation regarding cell phones and watches at school. Students may leave these items in their backpacks.
- Reviewed new legislation requiring Individual Reading Plans (IRPs) for students performing below or well below grade-level reading expectations.

Student Recognition and Communication

- Introduced “Be Safe, Kind, or Helpful” cards to recognize positive student behavior.
- Confirmed that the school newsletter will be sent monthly.

3. Staff PTA Representative — Amanda West

- Amanda West will serve as the staff PTA representative, continuing in the role from the previous year.
- She will help facilitate communication between the PTA and staff. Parents and PTA members may share messages or questions for teachers through Amanda.
- Discussed follow-up regarding Mystery Science, a supplemental website providing standards-based science lessons.
- Reviewed flyer distribution procedures:
 - Flyers and folders generally go home on Fridays or Mondays.
 - Materials should be placed in teacher mailboxes by lunchtime on Friday at the latest.

4. PACE Program Update — Gina Mason

- Gina Mason introduced herself and shared that she has worked in the district for 20 years.
- She serves as the PACE Director and PreK Science Director.
- Provided an overview of the Program for Academic Challenge and Enrichment (PACE) and discussed how the program has evolved.
- Explained the new tiered model for academic support and enrichment.
- The updated model will be posted online soon.

5. Open Board Positions and Committee Chairs

The PTA discussed current leadership and volunteer opportunities.

Open Board Positions

- **Vice President:** One-year term, with the opportunity to be elected again in the spring.
- **Communications Chair:** One-year term, with the opportunity to be elected again in the spring. Responsibilities include social media, flyers, newsletters, and attending school events.

Committee Chair Opportunities

- Yearbook
- Talent Show
- Spring Dance

Parents were encouraged to consider volunteering for these positions and committees.

6. Budget and Fundraising

- Reviewed the previous year's fundraising results and funding allocations.
- Discussed mini-grants and Mystery Science funding.
- A budget review meeting is scheduled for September 23.
- The budget will be presented for a vote at the October 8 PTA meeting.

7. PCEF / Build the Foundation Fundraiser

- Reviewed the upcoming PCEF/Build the Foundation initiative and its accompanying flyer.
- The campaign begins next week and will focus on educating parents about PCEF's mission and the impact of its funding.
- Shared that PCEF is contributing \$1.8 million to the school district this year.

School Participation and Events

- On the 18th, pocket trumpets will be featured during morning drop-off at 7:45 AM.
- Volunteers are needed to wear red and help with drop-off and pick-up participation.
- Students will receive vinyl stickers after donating.
- The grade with the highest participation will earn a popsicle party.
- A participation tracker will be displayed on the bulletin board next to Coach Jen's office.

8. Room Parent Update — Chelsea

- Room parent recruitment is approximately 50% complete.
- Room parents will help organize classroom events, coordinate classroom assistance, and recognize teachers.
- A room parent meeting will be scheduled within the next few weeks.
- The PTA will wait one more week before asking teachers to recruit additional room parents.
- Sample letters, ideas, and other resources will be provided to help room parents get started.
- A teacher "Favorite Things" spreadsheet is available to help families recognize and support teachers.

9. Falcon Fun Run

Fundraising Timeline

- **September 18:** School assembly to introduce the Fun Run.
- **September 22–October 1:** Fundraising period.
- **October 1:** Falcon Fun Run.

Fundraising Goal and Participation

- The fundraising goal is \$65,000.
- Sponsors are being sought to support the event.
- Grade-level Fun Run schedules will be announced soon.
- Kindness recognition will be incorporated into the store prizes to encourage positive behavior and student participation.

Action Items

- **PTA Board:** Recruit volunteers for the Vice President and Communications Chair positions.
- **PTA Board:** Recruit committee chairs for Yearbook, Talent Show, and Spring Dance.
- **SCC:** Promote the two open positions and collect applications by September 11.
- **Amanda West:** Help facilitate communication between parents, the PTA, and teachers.
- **PTA Budget Committee:** Hold the budget review meeting on September 23 and prepare the budget for the October 8 vote.
- **PCEF/Build the Foundation Committee:** Distribute flyers, recruit volunteers, place signs, and promote participation.
- **Room Parent Coordinator/Chelsea:** Schedule a room parent meeting, provide sample resources, and continue recruiting volunteers.
- **Fun Run Committee:** Prepare for the September 18 assembly, secure sponsors, communicate grade-level schedules, and coordinate fundraising activities.

Meeting adjournment: 10:11am