

**Meeting Name:** Ed Team Meeting  
**Meeting Date:** December 7, 2023  
**Meeting time:** 3:10 pm  
**Meeting location:** High Peaks Elementary School Art Room



**Attendees:**

Erica Stone - Co-chair for parent  
 Angeeneh Iyengar - Parent Support  
 Adriana Tower- 4-5 Rep  
 Melissa Fukushima - K-1 Parent Rep  
 Chris Basten - Principal  
 Emily Skodras - Co-chair for teacher  
 Faith Ayles- Parent Support  
 Samantha Grigsby- 2-3 Parent Rep  
 Adrienne McCleskey - 2-3 Teacher Rep  
 Paola Ledesma - Parent Support  
 Valerie Hibl - K-1 Teacher Rep  
 Zachary Fink - 4-5 Teacher Rep  
 Gaya Vinay- Fundraising Chair

**Absent:**

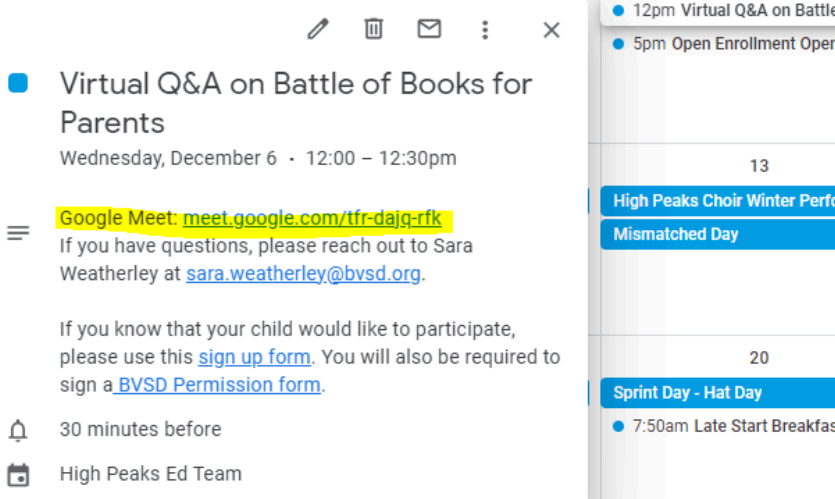
Amber Grantham - Secretary / IT & Comm  
 Alaina Armel - Parent Support  
 Jia Chen - Treasurer  
 Lynne Dolph - 4-5 Teacher Rep  
 Brittany Hayes - Specialty  
 Jordan Cornett - Parent Support  
 Sieana Johnson - Parent Support  
 Beth James - 4-5 Teacher Rep  
 Courtney Cole - Specialist Rep

Topic	Notes	Decisions	Action Items
<b>Follow-Up From November Meeting</b>	Approval of last month's meeting minutes (Amber)  <b>Changes / Updates:</b> <ul style="list-style-type: none"> <li>● OE events: Dec 6; Dec 14               <ul style="list-style-type: none"> <li>○ Dec 14th *Date correction</li> <li>○ Sam to attend the 14th</li> <li>○ Erica to attend the 14th</li> <li>○ Gaya to attend the 14th</li> </ul> </li> <li>● Teacher Coffee cart will be 12/22 from 8:00 am - 10:00 am *Date/time change               <ul style="list-style-type: none"> <li>○ Sam confirmed coffee cart is booked</li> <li>○ Vendor will set up at 7:30am</li> <li>○ Members of Ed Team will help deliver coffee orders to teachers</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>● A unanimous vote occurred outside of meeting to approve a 2 year renewal for Weebly website payment</li> <li>● Spring Talent show (Gaya) <ul style="list-style-type: none"> <li>○ Gaya connected Mrs. Christmas with contact at Dairy Center for Arts about potential Spring Talent Show</li> <li>○ Waiting on venue to finalize date</li> </ul> </li> <li>● 5th Grade Graduation Party Update (Gaya / Emily) <ul style="list-style-type: none"> <li>○ Current budget okay for now; Cost savings w/ Gaya hosting</li> <li>○ Additional cost may come from port-a-potty rental due to number of attendees</li> <li>○ Cap and gown consensus (current green ones)</li> </ul> </li> <li>● Mouse Problem (Chris) <ul style="list-style-type: none"> <li>○ Jose has implemented a trapping system</li> <li>○ Cleaned out lofts based on district visit</li> <li>○ Caught only 1 mouse in last month</li> </ul> </li> <li>● Budget changes <ul style="list-style-type: none"> <li>○ Add renewal of Weebly into budget for 2025</li> <li>○ Add graduation wear into budget for 2024</li> </ul> </li> <li>● Online Reviews <ul style="list-style-type: none"> <li>○ Parents have been encouraged to write reviews for HP on Niche, Google and Good Schools</li> <li>○ Ask for reviews sent out in last two Newsletters</li> <li>○ Adriana contacted Good Schools and they will not remove aged reviews, even if greater than 6 years old.</li> </ul> </li> </ul>	<p>5th graders will decorate caps and keep. New (blue) caps will be ordered next year.</p>	<input checked="" type="checkbox"/> Add graduation wear into 2024 budget (-\$410)
<b>Principal's Report</b>	<b>Principals Report (Chris)</b> <ul style="list-style-type: none"> <li>● Met w/ Garden to Table. Program is a great learning experience for students. Leah Cousin continues to be an invaluable asset!</li> <li>● Field Trip to CO Airspace center was a huge success; Parents and students thoroughly enjoyed</li> <li>● OE tours brought in 32 families on Nov 16th and 21 families on Dec 6th. Have one less OE tour than last year. Attendance similar as last year. Will probably end up with 80 families w/ OE reach</li> <li>● The STEM fair was a huge success. Lynn Dolph, Beth James and all the participants.</li> </ul>		

<p><b>Committee Updates</b></p>	<p><b>Finance (Jia)</b></p> <ul style="list-style-type: none"> <li>• Refer to the treasurer report for full details.</li> <li>• Update after reconciling budget from Fall Fest</li> <li>• CD automatically renewed on 11/01/23</li> </ul> <p><b>Fundraising (Events) Committee Update (Gaya)</b></p> <ul style="list-style-type: none"> <li>• Bake Sale raised \$812!</li> <li>• Dine Out for High Peaks- Bust; No traction with restaurants contacted. <ul style="list-style-type: none"> <li>○ \$1000 that will likely miss for income</li> <li>○ Should we remove this form of income from future budgets?</li> <li>○ Gaya reaching out to Bellota to see if they can host</li> </ul> </li> <li>• Spirit Wear Updates <ul style="list-style-type: none"> <li>○ Vendor replacing adult sweatpants w/ kid sweatpants (no cost)</li> </ul> </li> </ul> <p><b>Yearbook Committee</b></p> <ul style="list-style-type: none"> <li>• Would Angeeneh be interested in chairing the yearbook committee?</li> <li>• Encourage parents to add photos to Ed Team Dropbox</li> <li>• Chair coordinate with yearbook representatives to create class pages</li> <li>• Create volunteer sign-up for class reps</li> </ul> <p><b>Challenge Team</b></p> <ul style="list-style-type: none"> <li>• STEM (<i>Alaina</i>) <ul style="list-style-type: none"> <li>○ Just to say that CU Science Discovery Day was a success. All the teachers said that it's something they'd want to do again. Alaina would like to plan it again for the same time next year. <ul style="list-style-type: none"> <li>○ CU able to rotate discovery activities; Maintain record of previous year to avoid repetition</li> </ul> </li> <li>○ STEM Fair speakers were a success too! We should consider having all grades attend speakers next year. That may mean a second set of speakers for grades K-2, or at least a talk tailored to that age group. <ul style="list-style-type: none"> <li>○ Difficult at times to hear speakers; provide mic next year</li> </ul> </li> <li>○ Schedule was extremely tight, so should create slight time buffer for future events</li> </ul> </li> <li>• Math Olympiad (<i>Gaya</i>) <ul style="list-style-type: none"> <li>○ Going well, tutor has not submitted an invoice, so no payment currently due</li> </ul> </li> </ul>		<ul style="list-style-type: none"> <li><input type="checkbox"/> Emily will send email to remind teachers they have money to spend from Ed Team</li> <li><input checked="" type="checkbox"/> Sam to create HelpAtSchool sign-up for yearbook reps; 1/class</li> <li><input type="checkbox"/> Emily touch base with teachers on class yearbook rep (reminder)?</li> </ul>
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	<ul style="list-style-type: none"> <li>● Battle of the Books (Sara) <ul style="list-style-type: none"> <li>○ Not enough money to pay for all the books; Ed Team ok'd use of further funds to cover costs</li> </ul> </li> </ul> <p><b>Spirit (Events) Committee</b></p> <ul style="list-style-type: none"> <li>● No new updates</li> </ul>		
<b>New Business</b>	<p><b>Bingo/Trivia Night (Amber / Adrianna / Marisa)</b></p> <ul style="list-style-type: none"> <li>● We are looking at trivia night possibly at BackCountry Pizza</li> <li>● Bingo is complicated and requires licensing</li> <li>● Will be for parents on a weeknight in February, date to be announced</li> <li>● Another location would be Rayback Collective; looking into cost of venue</li> <li>● Have Geek Trivia host come in for event</li> </ul> <p><b>Quarterly Bake Sales (Melissa &amp; Faith)</b></p> <ul style="list-style-type: none"> <li>● Faith organized bake sale on 11/16 and is organizing for 12/21</li> <li>● Slight conflict with Student Council bake sale; will need to coordinate next year to better align</li> <li>● Mugs and magnets were great additional swag for purchase</li> <li>● Venmo directly to Faith worked and she wrote a check to Ed Team</li> <li>● We should reimburse participating parents for raw material costs; Have parents track costs and reimbursements will come out of funds raised from sale</li> <li>● Helpful if we provided paper bags to carry treats in; some people bought a lot and didn't have a good way to carry items.</li> <li>● We should have a back-up location in case of inclement weather</li> <li>● Q1- February for Valentines Day? May conflict with with Giving Gnome</li> <li>● Q2- Align with Fun Run?</li> </ul> <p><b>ED Team Calendar (Amber)</b></p> <ul style="list-style-type: none"> <li>● Updated the calendar to include applicable links for all events so far</li> </ul>		<ul style="list-style-type: none"> <li><input type="checkbox"/> Have parents track cost of raw materials for reimbursement</li> <li><input checked="" type="checkbox"/> Melissa submit ask for parent baker volunteers in next week's newsletter</li> <li><input checked="" type="checkbox"/> Melissa pick up posters; print signs for Bake Sale venmo info; print flyers for Thursday folders</li> <li><input checked="" type="checkbox"/> Melissa purchase paper bags for bake sale</li> </ul>

	 <p> <b>Virtual Q&amp;A on Battle of Books for Parents</b>      Wednesday, December 6 - 12:00 - 12:30pm      High Peaks Ed Team      30 minutes before      Google Meet: <a href="https://meet.google.com/tfr-dajg-rfk">meet.google.com/tfr-dajg-rfk</a>      If you have questions, please reach out to Sara Weatherley at <a href="mailto:sara.weatherley@bvsd.org">sara.weatherley@bvsd.org</a>.      If you know that your child would like to participate, please use this <a href="#">sign up form</a>. You will also be required to sign a <a href="#">BVSD Permission form</a>.   </p> <ul style="list-style-type: none"> <li>Here is the link to add to your calendar if you'd like to see these events:  <a href="https://calendar.google.com/calendar/u/0?cid=Ym91bGRlcmhpZ2hwZWFRc2VkdGVhbUBnbWFpbC5jb20">https://calendar.google.com/calendar/u/0?cid=Ym91bGRlcmhpZ2hwZWFRc2VkdGVhbUBnbWFpbC5jb20</a> </li> </ul>		
<p><b>Upcoming Items:</b></p>	<p>Next meeting:</p> <ul style="list-style-type: none"> <li>Confirm dates for Q1 &amp; Q2 bake sale</li> <li>Confirm date for Trivia Night</li> <li>Confirm date for Talent Show</li> </ul>		