

MINUTES
Caleb Greenwood PTSO Executive Board Meeting
5:30 pm January 8, 2025
Caleb Greenwood Action Center

A-1 Call to Order & Welcome

- A. Welcome and call to order at 5:33pm

A-2 Roll Call of Executive Board Members

Present:

Shana Nijjar - President
Rosanne Cherry - Teacher Representative
Katie Cole - Parliamentarian
Jessica Harold - Vice President
Tracey Weinstein - Secretary
Samantha Trent - Principal
Erin Bauer - Parent
Holly Longacre - Parent
Courtney Hurd - Parent

Not Present:

Julie Garrison - Auditor
Amy Botill - Member at Large
Kelly Parks - Treasurer

A-3 Approval of General Meeting Minutes for December 4, 2024

- A. A-8 New Business; teachers are submitting photos to Mrs. Godegast
- B. Rosanne moves to approve the minutes with edits above; Tracey Second Seconds the motion
 - a. a. Ayes - 5
 - b. b. Opposed - 0
- C. Motion Carries, Minutes are approved

A-4 President's Report - Shana Nijjar

- A. Not many updates given winter break
- B. Spring Auction committee has been working on lots of fun things and are here to present their updates today.
- C. Shana still looking for replacement and will be working with Jessica Harold to iron out job responsibilities as discussed last month
 - a. Holly suggests an advertisement and information session to share more about the role/share opportunity to shadow Shana

A-5 Treasurer's Report - Kelly Parks

- A. Kelly absent so Shana reviews budget in her absence

- B. Some Spring Auction funds used to pay deposit. We were able to get a discount on the deposit due to a Caleb Kinder Parent being a member of the Greek Orthodox Church which is the venue where the auction is being held so that is wonderful.
- C. A few emails came in for Westminster Woods scholarships that were approved 2-3
- D. Any questions to pass along to Kelly? None.

A-6 Teacher's Report - Rosanne Cherry

- A. Kelly shared an update with Rosanne on the yearbook
- B. 6th graders are working on their part and aim to have theirs done in February; over 60 6th graders volunteered and are asking for more information on add buys for students
- C. Cover that 6th grades have chosen is a composition book (picture shared)

A-7 Principal's Report - Samantha Trent

- A. CA Dashboard Results were just released and Caleb Greenwood is the number one ranked school in the district for academics. We were the only elementary school blue across the board. For socioeconomic and SPED subgroups, which are the only two subgroups we have data on, are both meeting academic standards
- B. School-wide budget looks great for next year. The bad news is that there are some areas where PTSO currently pays for contracts that are not in compliance with district bargaining agreements and so we are going to see some changes there. This will likely impact art, music, health education, assemblies, etc. Even if the funding source is PTSO, the contractor has to carry the required district insurance and have a service agreement approved by the contracts office of the district. Next year will be very hard to keep Erica Thomas as the art teacher if we don't change the terms of the contract so we will need to look at her services and ensure they are in compliance with the current policy.
- C. The music position has been posted four times with no action so the CBO is trying to rank a blanket MOU for all contracts in a similar situation as us so that is where we are on the music update. No movement now.
- D. For health education for next year, we will likely need to have the teachers have PD and then teach to the students.
- E. In June, we will need to look at each of these areas and make decisions about how to move forward in each of the impacted areas (i.e., art education, music instruction, health education)
- F. Another option is that teachers can add a VAPA endorsement to their credential and so perhaps we explore that route.

A-8 New Business

- A. Music Education
 - a. see A-7-C
 - b. Choir starts tomorrow - there are 11 students in each group
- B. Spring Auction
 - a. Courtney has reached out to three different caterers and the quote we received this year was \$20K and last year was about \$10K; still looking for other options
 - b. Rosanne Cherry knows a caterer who does large events so can share that information with Courtney
 - c. Auction start time is also under discussion and we are considering 5:30-9 or 5:30-10pm to allow for more time for dinner, auction, dancing
 - d. Hoping to start ticket sales and are considering selling in person on Fridays

- e. We are using OneCause for the auction instead of Greater Giving. Holly is creating the event on the platform to get it started. Once we finalize pricing for ticketing, we can start ticket sales through the platform. Goal is to have it up and running next week to start ticket sales. The new site seems a lot better and more user friendly. Going to do a poster with QR code placed in places around campus that parents frequent so they can buy tickets.
- f. Need feedback on timing and ticket price and sponsor recognition:
 - i. Sponsor recognition can go on banner on marquis and fence around school with placement based on sponsor level
 - ii. Timing 5:30-10pm

Shana leaves at 6:35pm to attend to a family emergency.

- iii. Ticket sales we want to do early bird ticket pricing for \$65 or \$120 for 2
 - 1. Regular ticket sales are \$70
 - 2. VIP tickets \$125 with preferred seating max 50 sold
- g. Sponsorships we've already raised \$6500 in new sponsors and we have not yet approached former sponsors which will begin shortly and goal is to double sponsorships \$30K
- h. Work to secure items for the live auction will begin on Monday

C. Monthly Dinners

- a. Steve's Pizza - Jan 16th
- b. Urban Plates - Feb 13th
- c. OBO - March 13th
- d. Cerveceria - April 24th

D. Staff Appreciation Week

- a. Tracey confirms chair massages were a hit so will book those
- b. Looking for staff to share other ideas; Rosanne to ask at staff meeting

E. Sixth Grade Promotion Plan

- a. No Update

F. New Ideas for Winter Spring Events

- a. No Updates

G. Dia-Literacy Fundraiser

- a. No Updates

H. TK/Kinder Tours

- a. Friday are the tours for TK/K
- b. Kelly Cordero sent out volunteer information today

A-9 Adjournment

- A. Meeting is adjourned at 7:02pm