

Caleb Greenwood PTSO Executive Board Meeting  
6:00 pm September 8, 2021  
Via Zoom

A-1: Call to Order & Welcome

A-2: Roll Call of Executive Board Members

Present: Mairead Reinhard - President  
Kristin Peer - Vice President  
Rosanne Cherry - Faculty  
Ellen Martin - Secretary  
Chris Schofield - Co-Treasurer  
Ellen Martin - Member at Large  
Lisa Epstein - Auditor  
Jennifer Wade - Member at Large  
Amy Pisarsky - Parliamentarian

Also Present: Julie Garrison - Co-Treasurer  
Chelsey Doust  
Jill Omstead

Absent: Charlotte Chadwick - Interim Principal

A-3: Approval of Executive Board Minutes for:

- a. 6-2-21:
  - i. Kristen Peer moved, Chris Schofield seconded.
  - ii. Vote - 9, 0

A-4: Officer Reports

- a. President's Report - Mairead
  - i. Mairead welcomed our new board members and thanked volunteers for leading our back-to-school events. Independent study families are starting to get independent study updates.
  - ii. Update on staffing. Kinder has a fourth classroom, led by Michelle Jacobsen until a new teacher is permanently hired. Ms Cherry gave some explanation of how the district goes about hiring/posting a position for a new teacher. Amanda Casteel is a new third grade teacher. Leana Sanchez is supporting Nancy Barerra with Spanish for K-2.
  - iii. Jog-a-Thon Update: The jog-a-thon will be held October 15. Format will be slightly different to allow for COVID precautions. The Jog-a-thon committee is seeking volunteers.

- iv. Fall into IB: fall themed event put on by Kelly Cordero and Sixth graders with a fall and IB theme. There will not be a big fall festival.
  - v. General Fundraising Update: Mairead spoke about fundraising challenges and opportunities for this year. This is an uncertain time and we may need to be conservative. We distributed a soft ask for our first fundraising touch to kinder and first grade families and will be sending out a second letter with help from Jen Wade. While we do have our jog-a-thon underway and Elise Brown and Jenna Fortuna are planning an auction, we are missing several important fundraisers such as the read-a-thon and other events.
  - vi. Enrichment programs: Music and Art teachers are back for this school year and PTSO is thrilled to employ them as independent contractors. This means PTSO funds them, they are not funded through the district. Spanish is happening with Maestro Barrerra and Leana Sanchez. PTSO purchased the curriculum.
- b. Treasurer Report - Chris Schofield & Julie Garrison
- i. Chris shared a current draft budget. General overview was given with estimated revenues and expenditures. There was an increase in funding given to "IB program/Academic Support- classroom libraries and instruction materials". Follow up to happen regarding "tutoring (student intervention) and what this includes. Budget will be presented at the meeting prior to back to school night.
    - 1. Need clarification regarding if the 5th graders are planning to go to Marin Headlands this year.
    - 2. Discussion regarding the funds for the upcoming Action Center. Budget to be adjusted to reflect these funds.
    - 3. Bank of America meeting was canceled to get the new officers their bank cards. Will reschedule asap.
- c. Faculty Report - Rosanne Cherry
- i. Updates: Shared lows and highs for the start of the new school year.
  - ii. Principal Hire: Disappointing to the faculty that the announcement of the new principal has not been made yet.
  - iii. Overall "so many joys to being back and being live with the kids".

#### A-5: New Business

- a. Welcome Back Picnic: Jill Olmstead  
Jill Olmstead presented information on the welcome back picnic, which will be held at Glenn Hall Park. We have a permit to use the entire back grass area, which will allow for social distancing, and the Meltdown Truck is attending. Event will occur on Sept 24th in the evening.
- b. Offline work occurring regarding the weekly principal calls and getting them to everyone

#### A-6: Principal's Report - did not occur this meeting

A-7: Adjournment 6:46 p.m.

- Next corporation meeting is Wednesday, September 15, 2021 at 5:30 pm (via Zoom).  
Next Executive Board meeting is Wednesday, October 6, 2021 at 6 pm (via Zoom).