

Caleb Greenwood PTSO Executive Board Meeting
6:00 pm December 1, 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
 Lisa Epstein - Auditor
 Jennifer Wade - Member at Large

Also Present: Julie Garrison - Co-Treasurer

Absent: Amy Pisarsky - Parliamentarian

A-3: Approval of Executive Board Minutes for:

- a. 12-16-21:
 - i. Chris Schofield made a motion to approve, Lisa Epstein seconded.
 - ii. Vote - 8, 0

A-4: Officer Reports

- a. President's Report - Mairead
 - i. Mairead gave updates on Spanish, music, and art. Spanish instruction continues to go well. Kelly Cordero is especially invested in the Spanish curriculum and is happy with the curriculum that PTSO purchased. Music rolls along with a new morning sing video, with Ms. Rossi introducing, and plans for an online winter concert. Students are learning about melody contour, syncopated rhythm, counting beats, choreography, jazz, rap, and more. Nam is also working on a Virtual Winter Concert and setting upcoming times to work with each class. Kelly will be spending more time in the classroom teaching and, as such, will be hiring an art professional to support her with art at Caleb. Erica Thomas, artist and community member, will soon be supporting Kelly in that role. Treasurers will follow up with Kelly and Erica regarding this role as well.

- ii. Jog-a-Thon - Jog-a-thon committee has still not been able to meet to debrief. Chris will provide updates in treasurer's report. Track continues to be a huge morale boost for school. Running on Wednesdays and Fridays are helping classes and students build confidence. The golden foot award is back in the classrooms.
 - 1. Ms Cherry reviewed that her class did not receive their prize yet- Mairead will reach out to Curtis and Sarah to follow up.
 - iii. Kinder Tours: Jill Olmstead is working with Kelly Cordero for kinder tours. Will likely be offered in small groups on Caleb campus but much is yet to be determined. Current dates are projected for January.
 - iv. Middle School Panels: Mairead and sixth grade teachers working to create informal panels of parents of junior high students to answer questions about Sutter and Kit Carson as options for junior high school.
 - v. Auction: Elise Brown and her committee have set the date of Saturday, April 30 at Sutter Lawn Club. They will be meeting monthly to move ahead with planning and will have a budget proposal for January or February meeting.
 - 1. Jen updated that they are working on an email to let staff know their tickets are free this year. The goal of this is to encourage staff to attend and meet the parents and families of the students
 - 2. Luau theme will also return this year
 - vi. Dia: Lisa shared an update from a recent meeting on Dia. Dia is the new literacy event that will replace the read-a-thon. Target is for the event to occur during the last full week of February and to engage the 4-6th grade students to help lead the activities.
 - 1. Also discussion of having an open house for parents to see the new action center
 - 2. Following up with regarding last Barnes and Noble book fair and what worked well at that event
- b. Welcomed Principal Rossi: all board members introduced themselves, who their children are and what they loved about Caleb Greenwood.
- c. Treasurer Report - Chris Schofield & Julie Garrison
- i. Chris shared the budget vs actuals
 - 1. Current for jog-a-thon is \$50,288.14
 - 2. Looking at how we will do a membership drive this year, more discussion to be had at a later date
 - 3. Need to review PTSO payment to Scholastic

4. Art docent portion of the budget will assist with bringing Erica Thomas on to assist Kelly
5. New information (more discussion below) regarding the district paying for the 6th grade field trip (Sly Park) for the next three years.
6. Current total (anticipated) net revenue is \$22, 171.23
7. Fund a need: still keeping to allocate to the action center
8. Mairead added information regarding the auction including that we will be changing how corporate asks are handled
9. Also Dia will likely be less a fundraiser and more an event to build connection to the action center

d. Faculty Report - Rosanne Cherry

- i. Currently having parent-teacher conferences, this is really providing valuable feedback and time to meet parents
- ii. 4th Kinder position: the person has been hired, paperwork is filed and they are waiting for it to be reviewed at the district level. Ms Jacobson is doing a great job filling this position currently and will finish the first trimester
- iii. Jog-a-thon rewards: a recommendation (to replace no homework week) was a DJ dance party at school.
- iv. Kinder tours may not be as important because we are not currently an open enrollment school.
- v. The staff really feels thankful for PTSO and the work that is occurring on campus, from coffee to little treats, all the support is greatly appreciated.
- vi. She is really hoping to have some volunteers back in the classroom

A-5: New Business

- a. Vote on Field Trips: Mairead provided information that teachers need to have funds available for teachers to do virtual field trips in the budget.
 - i. See the following summary presented during the meeting regarding the NatureBridge program that the 5th grade teachers would like to use the Marin Headlands funds for:
 1. Summary
NatureBridge educators' virtually visit your classroom to transport students virtually to national parklands while supporting your science and SEL curricular goals.
Last school year, fifty teachers, whose 3000+ students participated in our science-focused, virtual field trip programs, identified three strengths of our program design:
Activities promoting student collaboration and discourse.
Increased participation, motivation and engagement in online science.

Social and emotional learning (SEL) concepts embedded in every session.

Each \$375 program includes three 50 to 60 minute sessions for classrooms with up to 35 students. The four program options are:

- Sense of Place: Yosemite
 - Sense of Place: Olympic
 - Sense of Place: Golden Gate
 - Sense of Place: Prince William Forest
- ii. Sly Park = TBD (Leticia indicated that district will cover all costs so we can move forward with this tentatively!)
 - iii. Vote held to use \$100/teacher for field trips and to allocate the Marin headlands funds
 1. Ms Cherry motioned, Chris seconded
 2. Vote 8-0
- b. Discussion of Faculty Gifts and recognition: in the past PTSO had given cash gifts to teachers at the holidays. Approximately 2 years ago PTSO had decided to stop doing this. Mairead provided an update also that PTSO has been reaching out to class parents to help them in their roles as well. Also there are currently volunteers working to make improvements to the teachers lounge.
- i. Mairead clarified that there is not currently a budget to provide cash gifts to the teachers this year.
 - ii. Chris reminded the group that there is a line item in the budget to accommodate teacher recognition
 - iii. Ms Rossi asked if we do gift baskets for families in need. General discussion held. This is not something that has occurred in the last few years.

A-6: Principal's Report: Ms Rossi happy to be here and get to see how PTSO works

A-7: Adjournment 7:11 p.m.

- Next Executive Board meeting is January 5 at 6 pm (via Zoom).