

MINUTES

Caleb Greenwood PTSO Executive Board Meeting

6:00 pm March 1, 2023

Meeting in Action Center

A-1. Call to Order & Welcome

A-2. Roll Call of Executive Board Members

Present:

Mairead Reinhard — President

Tracey Weinstein — Vice President

Julie Garrison — Treasurer

Chris Schofield — Auditor

Nancy Castignetti — Member at Large (via zoom, arrived late)

Sam Trent — Principal (on zoom)

Absent:

Ying Sang Man — Secretary

Elise Brown — Parliamentarian

Rosanne Cherry — Faculty

Also Present: Shana Nijjar

A-3. Approval of Motions

a) **Executive Meeting Minutes for February 15, 2023**

Tracey Weinstein made the motion to approve, Chris Schofield seconded.

For: 5*, Against: 0; **motion passed.**

** Quorum reached after Nancy Castignetti, Member at Large joined meeting.*

A-4. Officers' Reports

a) **President's Report** — Mairead Reinhard

Auction going well. We need more volunteers for setup and cleanup. Fall festival will present next month. We need more volunteers and to figure out closet space use. Yearbook sold over 200 and is breaking even. Will begin layout soon.

b) **Treasurer's Report** — Julie Garrison

Getting checks in for auction. Getting some Westminster money. Need a better tracking system for monies received for fifth grade field trip – general

discussion of google sheets to reconcile ahead of time. Need to connect with Kelly C on kiln. Chris asked if we could offer kiln to other schools? Discussion of if Mrs. Cherry has discussed teacher allotment with teachers.

- c) **Faculty Report** — Rosanne Cherry absent so Ms. Trent presented on her behalf.

Teachers are happy about allotment and would like specific steps to get reimbursements. Julie drafted an email and will respond to Mrs. Cherry's suggestions. Will add Mrs. Cherry as an editor to auction teacher feature to help prompt teachers. Maestra Barrerra would like to offer teacher feature and needs a house. Mairead volunteered.

A-5. New Business

- a) **Volunteer Appreciation Event** — Tracey

Date is set for June 9th from 5–7pm at Sac City Brews. There will be limited food and drink controlled by tickets. Anyone who volunteered is welcome.

- b) **Staff appreciation Week** — Tracey

Will provide three meals for staff. Each day will have different activities for kids to show teacher appreciation. General discussion over having short days during this time.

- c) **Literacy Fundraiser** — Shana Nijjar

We're setting up a bookshelf in the Multipurpose Room and bingo cards will be available Monday. There will be IB activities and a raffle every day. 99 pledges is live.

A-6. Principal's Report — Samantha Trent

Having conversations with district folks about what can be paid for and funded. The broader theme for Fund-a-Need is "Welcome Back to Caleb," and will target sports, art and families. For example, how can we make Morning Sing more accessible? We are getting a new door with buzzer, new chairs, and teacher technology. How can we give back to the community while we increase security and involvement. Caleb basketball won their first game. We have 67 kids enrolled for Kinder, thanks to Kinder tours. She will get hard costs to Elise and auction committee soon.

A-7. Adjournment 6:38 p.m.

Next Executive Board meeting is April 12.