

# MINUTES

Caleb Greenwood PTSO Executive Board Meeting  
6:00 pm May 4, 2022  
All in person

A-1: Call to Order & Welcome

A-2: Roll Call of Executive Board Members

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

Also Present:

Principal Michelle Rossi  
Elise Brown  
Nancy Castignett  
Tracy Weinstein  
Cat and Jenna Fortuna

Absent: Kristen Peer  
Lisa Epstein  
Julie Garrison

A-3: Approval of Executive Board Minutes for: April 2022

- a. Vote was Chris motioned to approve, Jen seconded, all voted in favor, none opposed.

A-4: Officer Reports

- a. President's Report - Mairead gave a brief update and started with a huge thank you to Elise and compliments about how wonderful the auction was.
  - i. Also a big thank you to teachers and leadership
  - ii. Field day was wonderful
  - iii. Current week is teacher appreciation week
  - iv. Mairead is working on next years calendar
  - v. Still to come this year-
    - 1. Open House May 25 on campus (masked event) (Ms Cherry gave a brief overview of what occurs at open house)
    - 2. Sixth grade exhibition in June
    - 3. Kinder orientation June 1
    - 4. PTSO volunteer appreciation event June 2
    - 5. Kinder promotion
    - 6. Sixth grade promotion
    - 7. After school pool party
  - vi. Nann Fitzpatrick has asked us to approve \$182 for kinder promotion music
    - 1. Chris motions to approved, Ellen seconded, vote 4,0 with vote in favor of approving this.
  
- b. Treasurer Report - Chris Schofield
  - i. Chris gave a brief overview of the quick account report for the spring auction. Right now we have a total of \$14,900.87 in profit. As more funds get added he will continue to code and report on this.
    - 1. Question regarding a baseball that was in silent auction with more follow up to come on where the funds from this will go (\$400)
    - 2. Question regarding funds for outdoor space- Elise gave a brief history about this space and that we have ideas and some rough estimates. We are waiting on the actuals and estimates prior to moving forward with hopes of having this next fall.
    - 3. Also Ms Rossi added that the entire yard will be resurfaced this summer and more improvements happening this summer
  - ii. Chris reviewed the budget vs actuals-the only out of place item is the action center and this is because the revenues for this happening during a previous fundraiser and a previous fund-a-need. Chris plans to place this in a separate budget category.
    - 1. Music instruction- still on pace
    - 2. Art docent we are under budget currently
    - 3. Chris said we have not recieved the invoice for sex education- Mairead received it and will forward to Chris
    - 4. Statement of financial position- no liabilities
  
- c. Faculty Report - Rosanne Cherry-

- i. It has been really nice to be so appreciated this week
- ii. The big focus right now is 3-6 standardized testing and getting ready for this
- iii. There will be some shuffling of staff for next year related to kinder and 3rd grade having bubble classes
  - 1. New incoming 2nd grade teacher
  - 2. Some shuffling of the current staff
  - 3. Chris asked if we would know what teachers will teach in which graders prior to open house- there is a tentative assignment for what teachers will teach which grades, individuals will not know their teachers until right before the new school year.
  - 4. Messaging around con-capping- this was asked by Amy- every school is the same and this is set by the district
    - a. Basically the last students to enroll will have to go to another school if we are over enrolled
    - b. This is an issue with schools other than ours
    - c. Decision is not made until approx the 15th day of school

#### A-5: New Business

- a. Mairead and Chris joined school site council- they would like more updates from PTSSO- Mairead plans to join their next meeting
- b. Auction-Elise Brown- it was phenomenal!
  - i. Record attendance
  - ii. 220 tickets purchased
  - iii. By next PTSSO will have the entire breakdown of the budget
  - iv. Overall we grossed over \$80,000 with a net of just under \$70,000
  - v. Biggest question right now is what our fees to greater giving will be because we took in so much more money than expected
    - 1. Original budget was around \$2000 in fees,we are expecting it now to be approx double this
    - 2. Mairead noted that we will have to decide and budget the money that was raised
      - a. \$20,600 is already budgeted to our outdoor learning spaces
    - 3. Teacher features were one of the big auction highlights!
- c. Open House and Board Election-
  - i. 2022/2023 board Roster-
    - 1. President: Mairead Reinhard
    - 2. Vice President: Tracy Weinstein

3. Treasurer: Julie Garrison and Kelly Parks
4. Secretary: Ying Sang Man
5. Member at Large: Nancy Castignetti
6. Parliamentarian: Elise Brown
7. Auditor TBD- Lisa might stay on, Chris might also be interested

A-6: Principal's Report: Principal Rossi- as above resurfacing and new play structure.

This will affect 4th R

Standardized testing starts on Monday May 9

Question regarding if there are snacks needed for standardized testing- plan for some follow up with the CAASPP coordinator regarding if snacks are needed.

CAASPP is used for creation of school rankings and it also drives some of the decision making on areas for improvement. CAASPP is the test scores that are published.

A-7: Adjournment 6:56 p.m.

- Next Executive Board meeting is June 1, 2022
- Wednesday, May 25 2022 is the corporate meeting

