

MINUTES

Caleb Greenwood PTSO Executive Board Meeting 5:30 pm September 4, 2024 Caleb Greenwood Action Center

A-1 Call to Order & Welcome

- A. Welcome and Call to Order at 5:37
- B. Thank you to our new faces for being here and Shana asks that we go around and do introductions so we all know who is in the room and can get to know one another:
 - a. Shana Nijjar
 - b. Tracey Weinstein
 - c. Jessica Harold
 - d. Janae
 - e. Julie Garrison
 - f. Lucretia
 - g. Katie Cole
 - h. Amy Bottill
 - i. Marissa Montoya
 - j. Rosanne Cherry

A-2 Roll Call of Executive Board Members

Present:

Shana Nijjar - President
Julie Garrison - Auditor
Jessica Harold - Vice President
Tracey Weinstein - Secretary
Amy Bottill - Member at Large
Katie Cole - Parliamentarian
Rosanne Cherry - Teacher Representative

Absent:

Kelly Parks - Treasurer

A-3 Approval of Board Meeting Minutes for June 4, 2024

- A. Board reviews minutes and Shana summarizes key points from the meeting – does anyone see anything that needs to be updated or changed?
 - a. Top of Page 3 - f. should be a sub-bullet for e
 - b. Shana's Update for G. sub-bullet iii. X dosa should be Garden Coordinator, typo
- B. Rosanne moves to approve with two corrections above, Shana seconds
 - a. Ayes - 7
 - b. Nays - 0
 - c. Motion Passes

A-4 Approval of General Meeting Minutes for August 28, 2024

Board reviews minutes and Shana summarizes; Rosanne noted her appreciation for Mrs. Trent

Amy moves to approve, Julie Seconds

Ayes - 7

Nays - 0

Motion Passes

A-5 Recap of Email Budget and Music Education Vote from August 27, 2024

Shana reads email vote of music education and budget into the minutes and Board recapped that Amy moved, Jessica seconded and motion passed unanimously via email.

Jillian has asked for an increase of budget to \$13K, saying that she can find a use for the funds to support the music program; Proposal has remained the same; Intent was to use the additional \$1500 for permit costs and other costs. Board discusses whether we need to approve the new proposal for discretionary funds.

Board agrees to keep the original proposal and if Jillian needs additional funds for specific things she can bring those to the PTSO for approval.

A-6 President's Report - Shana Nijjar

A. Volunteers

- a. Onsite livescan fingerprinting was a success - 25 people fingerprinted
- b. We have lots of approved volunteers already; lots of paperwork to process; Candi and Shana have been working on that every morning to expedite

B. Committee Heads

- a. We are looking for Spring Auction Lead; Jillian has had her daughter graduate but is willing to train someone but we really need a committee head - some folks are interested but if you know anyone who might be interested please share
- b. Monthly Dinners: Jessica is managing that – it is an easy task for someone to take on if anyone wants to do that this year; involves finding local restaurants to host us; we are looking for someone to organize that for the PTSO
- c. Yearbook Committee; they are looking to train folks over the next couple of years

C. Other Events - if you are interested please bring ideas; movie nights, family dance, talent show, etc. we are looking for leads for all of that!

- a. Does it make sense for these committee leads to let parents know that we are looking for folks; YES! Will go in email to room parents and newsletter

D. Curtis needs a big speaker and play music for Cougars on the Run; Also looking for someone to bring coffee and donuts for first Cougars on the Run

- a. Tracey will bring the coffee and donuts Friday
- b. Reminder that Kinders need to get off the track early

E. Looking for someone to fix the Cougar Costume to add eye holes and ventilation in the mouth - Costume Shop on Franklin Boulevard could be a good option

F. Need Dates and Budget:

- a. Sly Park Dates
- b. Westminster Woods
 - i. Parents are asking for dates; Westminster is hard because it is the tech week for the school musical; Mrs. Mafua is going to call them to see if we can shift camp back and then we just need to better track funds this year
- c. Health Education

G. Teacher and Field Trip Allotments

- a. Classroom Teacher Allotment is staying at \$300 with receipts
- b. Not sure about the field trip allotment as we will need to consult the minutes but I think that is still at \$20
- c. Spanish last year Maestra wanted to do a food truck with placing order in Spanish and then PTSO covers the cost so she may be bringing a proposal
 - i. Don't include Kinder and TK for that so ask Maestra

A-7 Treasurer's Report - Kelly Parks/Julie Garrison

- A. Kelly is not here as she is not well but we have no updates to budget for now

A-8 Teacher's Report - Rosanne Cherry

- A. We are up and running with a full staff and a lovely principal so we are so excited!
- B. We had our 3 days of PD - 1 day here on campus w/mandated trainings; 1 day at district office and new district initiatives and SIPPs; and 1 day with site training
- C. Two new staff members
 - a. Mr. Giavannoni - 2
 - b. Ms. Johns - 4
 - c. Couple new aides; Ms. Pamela is a SPED Aide and Ms. Miranda the TK Aide
- D. TK and Kinder Lunch is working well; Working on a rainy day plan!
 - a. Lunch is entirely free and teachers are assisting!
 - b. Share table to reduce waste - we can ask Mr. Robert
- E. Feedback on Back to School Night
 - a. Parents, how did that feel for you? As a parent I really liked it being earlier in the year – that was really helpful! Since school started so much earlier that was tricky but I think in a regular year it would be fine.

A-9 Principal's Report - Samantha Trent

- A. Back to School Night had a really positive turnout but the sound was a bit hard to hear
 - a. It was great to have Jasjit there; a nice surprise for him to be able to answer some questions about VAPA
 - b. I think it has reduced emails and questions after back to school night and I really appreciated it having started sooner! It is likely that earlier start date is hear to stay so get used to that because it is really helpful with the high school kids!
- B. Update on Morning Sing and Awards
 - a. Morning Sing was for the entire school not just K-3 so we are doing TK-6 and on off Fridays we are going to do Awards on those dates so the community will have the opportunity to come twice a month.
 - b. Site Leadership wanted to say thank you for the positive start of the year; they really liked the Jog-a-thon schedule from last year so please don't change it.
 - i. Going to try and finalize the schedule with Jilian so if we can meet tomorrow to plan that it would be great!

A-10 New Business

- A. Music Education
- B. Monthly Newsletter Bundle
 - a. We are going to start that this month - will be making copies on Friday so want to include flyers for upcoming things; monthly dinner
- C. Welcome Back Picnic

- a. Friday, October 13th 5:30pm at Glen Hall Park but there is also a SacTo MoFo event so everyone come to that and have a blast!
- b. We are not going to be selling Spirit Wear this year so just use the website! Sale is 30% off the whole website with 10% of sales so buy your things!
- c. In the office you can try on the sizes to see what works for you before ordering
- D. Monthly Dinners
 - a. Sept. 26th at Sellands ALL DAY using a code online as well
 - b. Oct. 9/10 at Sac City Brews 3pm-9pm
- E. Jog-a-Thon
- F.
- G. Fall Festival
 - a. We have a full committee taking over this year! We are looking for a committee head - we had 6-7 parents come to the first meeting; meeting again tomorrow morning.
 - b. Dana Hansen will be getting the permit and insurance; food trucks are booked (Caribbean, Filipino Food, Wings, American Food, Desert Truck)
 - c. Last year we had two shifts of volunteers and it wasn't well organized so we will be figuring that out tomorrow
 - d. Will be using a free website to help sell tickets so we found another site who can support that service so we don't have to pay fees
- H. Yearbook
 - a. Already for sale; flyers will go up tomorrow and \$30 until Dec. 31st
 - b. Last year we had a parent coordinate late orders for \$50
- I. Art to Remember
 - a. Committee heads are Mimi and Michelle but they need information on
- J. International Day of Peace
 - a. Kelly is coordinating that with classroom teachers
- K. Stride/Running Club
 - a. Runs coordinated by Curtis again but no practices;
 - b. In order to host an extracurricular program they have to be run through district - bc have training, insurance requirements, etc.
 - c. There is no way to have a parent run club brought to our campus because the track is already occupied by Soccer and Baseball;
 - d. There seems to be a lot of interest in more options afterschool for students, things like Girls on the Run, etc.
 - e. I would love to have more option on campus but that is not possible here but best idea I have is to get a teacher involved who can get it set up
- L. Yoga Class
 - a. Principal Trent will meet with Lucretia to discuss the process and figure out how to make it happen according to the process
- M. Football Program
 - a. Mrs. Trent is planning to coach as we have no other parent volunteers
 - b. Grades 4-6 and looking for parent volunteers!

A-11 Adjournment

Meeting is adjourned at 6:57