

MINUTES
Caleb Greenwood PTSO General Meeting & Open House
5:30 pm May 20, 2026
Caleb Greenwood Multi-Purpose Room

A-1 Call to Order & Welcome

A. Welcome and call to order at 5:30pm

A-2 Roll Call of Executive Board Members

Present:

Tracey Weinstein - President
Jessica Harold - Vice President
Shana Nijjar - Secretary
Katie Cole - Member-at-Large
Julie Garrison - Treasurer
Kelly Parks - Auditor
Amy Botill - Parliamentarian
Rosanne Cherry - Teacher Representative
Samantha Trent - Principal

A-3 PTSO Overview

- a. Tracey welcomed everyone to the meeting and explained the role of the PTSO at Caleb Greenwood. She explained how the PTSO provides a communication link between the parents and staff at the school and works to fund enrichment programs for students.
- b. We raise money for programs, activities, and staff support at Caleb Greenwood.
Financial support from the PTSO is critical to Caleb retaining our International Baccalaureate status. For instance, our art and music programs are funded largely through the PTSO. We also contribute to field trips, community events, and more.

A-3 PTSO Elections

- A. Election of Executive Board Members for 2026-2027
- B. Tracey presented the following Executive Board Nominees and opened the floor for anyone who wanted to speak/run for a position. No one did. All positions are currently running unopposed.
- C. 2026-2027 Executive Nominees
 1. Shana Nijjar - Vice-President
 2. Jessica Harold - Secretary
 3. Dana Hansen - Member-at-Large
 4. Kelly Parks - Auditor
- E. 2026-2027 Continuing PTSO Executive Board Members
 1. President – Tracey Weinstein (Year 2 of 2-Year Term)
 2. Treasurer – Julie Garrison (Year 2 of 2-Year Term)
 3. Parliamentarian – Amy Botill (Appointed)
 5. Rosanne Cherry - Staff Representative (Appointed)
- F. A verbal vote of all in favor from the room, no one opposed. The motion passed.

A-4 Approval of Updated Bylaws

- A. Tracey explained the proposed changes for the Caleb Greenwood PTSO Bylaws. They were last updated at start of 2025-2026 school year but after going through this year with the changes, more possible changes came to light.
 - a. Revisions being proposed today include the following:
 - i. Allow Teacher Representative terms to exceed two years
 - ii. Add appointment of key committee chairpersons to President's duties to support organizational sustainability and investments (e.g., Garden Committee)
 - iii. Raise PTSO's unbudgeted payment authorization from \$1,000 to \$10,000 to reflect actual expenses
 - iv. Update committee chairperson sections to match current practices, including designating the auditor as an approver of committee budgets
- B. A concern was raised by parent, Jacob Douglas, regarding the proposed change for the PTSO unbudgeted payment authorization. It was mentioned that it seems to be a big increase from \$1,000 to \$10,000.
- C. Tracey explained some of the reasons for this proposed change, including the fact that this particular bylaw has not been changed since 2008. This just gives the PTSO the authority to purchase particular items the school may need, like necessary supplies and equipment to help the teachers and staff, especially due to the limitations and delays with receiving supplies or reimbursement from SCUSD.
 - a. An example of the copy machine that was purchased last school year was provided. Another example regarding the low supply of copy paper was provided.
- D. Another parent, Caellin Douglas, raised a concern about the proposed bylaw change regarding allowing the Teacher Representative term to exceed two years. She shared that she believed the term should remain limited to two years in order to provide opportunities for other teachers to serve in the position.
 - a. In response, Tracey explained that the proposed change is not intended to prevent other teachers from serving, but rather to provide flexibility when a willing representative is available. The PTSO has historically found it challenging to recruit teachers and staff members to attend monthly meetings and serve in the Teacher Representative role due to the significant time commitment involved outside of their regular work responsibilities.
 - b. Tracey noted that the PTSO is extremely appreciative of the time, energy, and dedication Mrs. Cherry has contributed in attending meetings, serving as a liaison between the teachers and staff and the PTSO, and helping to ensure open communication between all groups. While the PTSO would welcome interest from other teachers in the future, it can be difficult to find staff members who are both willing and able to commit to the role given their already demanding schedules. The proposed bylaw change would allow a current Teacher Representative to continue serving beyond two years if they wish to do so and if no other teacher is interested in assuming the position.
- E. After discussing these two concerns further, a motion was made to approve the proposed changes to the bylaws, and a vote was taken. We had 34 people vote in favor of the proposed changes to the Bylaws and two people vote against it. Due to the majority of

votes, the motion was approved.

A-5 President's Report

A. 2025-2026 Year in Review

- a. This was an incredible year for Caleb Greenwood and our highest year of fundraising in Caleb Greenwood PTSO's history!
- b. The PTSO raised nearly a substantial amount between the various fundraisers, including the following:
 - i. Jog-a-Thon - \$52,922.69 raised
 - ii. Monthly Family Dinners - ~\$2,300 raised
 - iii. Spirit Wear Commission - ~\$1,100 raised
 - ix. Art to Remember Commission - ~\$3,500
 - x. Spring Auction - ~\$96,165.72 raised
 - xi. These are gross funds raised before expenses.
- c. We're so grateful to be part of such a generous and compassionate community here at Caleb. The incredible support of our amazing community made this possible.
- d. All fundraisers were extremely successful, which allowed us to:
 - i. Fund music and art.
 - ii. Contribute to field trips and provide new and exciting assemblies
 - iii. Academic support through the purchase of supplies to support our IB program, spanish curriculum, IXL and Reflex software applications, library books and items for the Action Center
 - ix. Purchase playground equipment for all grades
 - x. Provide scholarships for school activities as needed
 - xi. Purchase necessary supplies for the classrooms, teachers, staff and students.
 - xii. Provide school supplies for all students at the beginning of the year.
- e. We were also able to coordinate and host so many amazing community events at Caleb this year.
 - i. Bingo Night
 - ii. Movie Night
 - iii. Fall Festival
 - iv. Talent Show
 - v. Morning Sing
 - vi. Spring Concert
- f. Taking Action through Service
 - i. Our students and community took action through service, which is a huge part of what we learn in the IB Curriculum in the following ways:
 - 1. Loaves & Fishes - Food Collection and Volunteering four times this year
 - 2. Holiday Food Drive for another SCUSD school in need
- g. Campus Beautification Update
 - i. This year we launched our Garden Committee thanks to the leadership of Alexis Lantz and Megan Knize!
 - ii. Thank you to our volunteers and students who:

1. Harvested 480 pounds of produce for donation
 2. Washed and sorted 200 hoodies, sweatshirts, and water bottles from the school lost and found for donation to Sacramento families
 3. Donated 100 hours of time weeding, pruning, repairing equipment, spreading mulch and compost, and tidying leaves over 7 garden work parties
 4. Helped revitalize the third grade garden area, moved two benches, and planted native plants
- h. PTSO Year in Review (Fund-a-Need)
- i. Thanks to our community's support, the funds raised at the Spring Action for the 2025-2026 Fund-A-Need, the garden projects are blossoming.
 1. Coming Summer 2026
 - a. Upgraded drip irrigation
 - b. New garden beds
 - c. Dry-rot wood replaced
 2. Coming in the 2026-2026 School Year
 - a. SCUSD Approval of Plans
 - b. EcoRise Garden Spaces
 - c. Front of School Upgrades
- i. PTSO Financial Picture

Type	Total Income	Total Expenses	Total Net Income
Budgeted	\$116,802	\$163,830	-\$47,028*
Current Actuals	\$162,011	\$97,151	\$64,860

- i. We raised \$45,209 MORE than our budgeted goal!
- ii. Jogathon - Raised \$53K (+\$8K more than goal)
- iii. Spring Auction - Raised \$96K (\$16K more than goal)
- iv. Día- Raised \$9K (\$4K more than our goal)
- v. *We also raised \$11K from Fall Festival which was not a planned fundraiser
- vi. We had \$13,690 of planned expenses not materialize.
 1. Health Education
 2. Sly Park
 3. Assemblies

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Current Actuals	\$162,011	\$97,151	\$64,860

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- i. We have \$51,190 in planned expenses remaining.

1. Art Docent \$6700
2. 5th Grade Daytrip \$3000
3. IB Support \$6200
4. 6th Grade End of Year Dance, Party, Promotion \$2600
5. End of Year Party \$100
6. Garden \$850
7. Kinder Promotion \$300
8. Playground Equipment \$500
9. SY 26-27 School Supplies \$17,000
10. Staff Support/Principal Budget/Staff Appreciation \$6200
11. Volunteer Event \$2500
12. Scholarships \$1640

Type	Total Income	Total Expenses	Total Net Income
Budgeted	\$116,802	\$163,830	-\$47,028*
Adjusted Actuals	\$162,011	\$148,341	\$13,670
Remaining Balance			\$60,698

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- i. This leaves us with a \$60,698 surplus for the year. \$28,000 is earmarked for Garden Fund-a-Need which will carry over to next year for us to spend as we secure district approval on our garden plans. Leaving \$26,368 surplus for the year.
- ii. Based on this and looking ahead into additional items that we can spend this surplus on, some suggestions from the community are listed below.
 1. Risers and Storage for Music Program, Promotion/Graduation ~\$10,000-\$20,000
 2. New Bike Parking Areas for the Front and Back of School ~\$5,000-\$10,000
 3. Upgraded Marquis with New LED Screen and Software Upgrades ~\$11,000

- I. We want to hear from everyone about how the year went and how you'd like the PTSO to leverage our current surplus and have provided a link to a survey for everyone to be able to provide their feedback.

- 1.

A-6 Treasurer's Report

- A. The 2025-2026 Budget to date was shared. Copies were provided throughout the meeting and Julie Garrison reviewed the budget and opened the floor to any

possible questions.

A-7 Closing and Upcoming Events

- A. May 26 - IB Superstar Awards
- B. May 29 - 6th Grade Dance
- C. June 3- PTSO Meeting: Action Center @ 5:30PM
- D. June 5 - Kindergarten Promotion
- E. June 5 - Volunteer Appreciation Event: Sac City Brews @ 5-7PM
- F. June 9 - 11,00 Mile STRIDE Celebration and Field Day
- G. June 10 - 6th Grade Promotion
- H. June 11 - Last Day of School: Popsicles from PTSO @ Glenn Hall

A-8 Adjournment

- A. Meeting is adjourned at 5:55pm