

**Caleb Greenwood PTSO Board Meeting
5:30 pm August 12, 2026
Action Center**

A-1 Call to Order & Welcome

- A. Welcome and call to order at 5:33pm

A-2 Roll Call of Executive Board Members

Present

Tracey Weinstein- President
Jessica Harold- Secretary
Roseanne Cherry- Teacher Rep
Holly Longacre- Parent
Derek Munroe- Parent
Leticia- Grandparent
Kelly Parks- Auditor
Julie Garrison- Treasurer
Amy Botill- Parliamentarian
Dana Hansen- Member at Large
Katie Cole- Parent
Angela Desmangles- Parent

Zoom

Shana Nijjar- Vice President
Samantha Trent- Principal

A-3 Approval of Meeting Minutes from June 3, 2026

- A. Roseanne liked the pivot to handing out popsicles at the gates of school instead of at the park.
 a. Change was made due to high heat but we would like to do it going forward.
B. Kelly moves to approve minutes; Roseanne seconds the motion

A-4 President's Report - Tracey Weinstein

- A. Back to school night slide show will focus on plans for PTSO for the year and campus updates. Will review budget and plans for the garden.
 a. Kelly asked if we will discuss the plan for the art program now that Mrs. Thomas has left. Tracey said yes.
B. At the last school board meeting, the district announced they will not cover the cost of Sly Park. Mairead offered to lead a fundraiser to raise funds for students to attend.
C. Garden update- A Girl Scout is working on her gold award and has been working on the garden. We developed a plan to submit to the district to approve. They start approving the plans September-March. We met with other schools for tips and they provided advise on who to contact and what to focus on in the proposal. Walking path and larger

projects require district approval. The garden committee is working on maintenance and smaller projects that do not require district approval.

- D. Campus update plans- Julie and Tracey met previously to review the budget. It appears the budget can cover the three campus projects that were presented to the parents at Open House and voted on later via a school wide survey. Bike storage update, risers/storage, and an update to marquee. Tracey and Principal Trent are working on price estimates. Will fund the projects in order of how they were approved by the parent survey.
 - a. Looking into the bike rack options. Need something we do not need to install into the ground. Potential to donate the old racks depending on if the school or the district owns them.
- E. Art Docent Program. Historically we have had an art instructor that provided art instruction on campus. Last year was her final year. The district now prohibits PTSO from paying for a staff position. Mrs. Cordero came up with an idea to have an art docent program that allows for art to continue in the classroom. It would necessitate a parent volunteer to lead parent involvement in the program. Mrs. Cordero is creating a budget to present. Budget will be for supplies and initial development of the program. Instruction will be via a video and a parent volunteer will prepare the supplies in the classroom to support the teacher.
 - a. District is still working to hire a credentialed art teacher to fill the staff position.
 - b. Principal Trent echoed Tracey's statements. The art program will help get the art program up and running faster while we wait for the position to be filled. The district might approve an MOU with Clara/NorCal Arts to lead programs on campus. If the district approves that, it won't be until February.
 - c. Amy asked if the prop funds have any effect on the district financial situation. The two items are separate, but Tracey offered to reach out to the school board member with any questions.
- F. Scholarships- Scholarships are available to students who need financial assistance to participate in after school activities such as chorus, the play etc. Process last year was a bit clunky and we're looking for ideas on how to improve the process.
 - a. Julie suggested offering a partial scholarship to families to allow the funds to go farther.
 - b. Katie suggested paring the form down. It requested more information than was needed.
 - c. Young Actors is complicated because of the timeline. Jessica suggested starting the scholarship approval process early so that scholarships are awarded with plenty of time for sign ups. Principal Trent has been in communication with YAS and suggested a meeting with herself, Tracey and YAS to come up with a plan.
 - d. Other enrichment activities: Chorus, ukulele

A-5 Treasurer's Report – Julie Garrison

- A. With the school year starting early, there are two budgets to review.
 - a. 2025-2026 Budget

- i. Some school supplies for this year were approved on the 2025-2026 budget.
- ii. Teachers are submitting reimbursements and we will wait until September 1 to reimburse for this year so that it hits the correct budget year.
- iii. Art docent surplus is due to Mrs. Thompson not invoicing all her hours. The remaining balance will be applied to the art docent program.
- iv. We have a surplus which will go towards the campus projects discussed in AD-E.
- v. Dia fundraiser happens late in the year so the funds will carry over until the next school year's budget but Mrs. Cordero is working on spending down the funds raised. Goal is to spend them earlier in the year.
- vi. Principal Trent- District made changes to school site allocations. Previously the school received \$8,500 to pay for supplies for students. This year the school got \$1,000. Principal Trent is hoping there could be the option to ask the PTSO to fund special projects throughout the year. Would it be possible to have a budget allocation for these types of projects?
 - 1. Mrs. Cherry suggested it could go under the school supplies budget line item.
 - 2. Kelly suggested a classroom project line item. Who is going to ensure that budgeted amount is used equally amongst all grades/teachers?
 - 3. Tracey suggested a line item for classroom enrichment. Any proposals are brought to the board and it would be reviewed and approved or denied. Line item to offset the difference from the district and make that clear in the budget.
 - 4. Shana asked Mrs. Cherry to communicate this to teachers so they know to prepare. PTSO only meetings once a month so they need to prepare in time for those meetings.

b. 2026-2027 Budget

- i. In the past, we have been conservative with the fundraisers but we always end up over. This year, Julie increased the fundraiser numbers to better reflect how much they have raised in previous years.
 - 1. Kelly suggested streamlining the sponsorship line item to avoid asking an organization twice to sponsor jog a thon and the auction. Provide a detailed explanation of how the funds might be used. Conversation can be had between jog a thon committee (Kelly) and the auction sponsorships team.
- ii. No health education budgeted for this year. Assembly budget has increased and there is a committee working on planning assemblies. Due to additional students, there will have to be more sessions of each assembly.

1. Holly Longacre suggested a free program from CDPH that helps educators prepare for teaching health education.
- iii. Art docent money was split amongst Sly Park, field trips, and assemblies.
- iv. Small increases for items like the quick book fees, insurance, and some items that increase in cost over time.
- v. Include free events such as movie night, bingo, etc.
- vi. Fall festival- we previously discussed not charging for adults or charging \$5 for adults. Kids 4+ will be \$10. Committee is meeting next week to begin planning.
- vii. Family dance will be budgeted for \$2,000. Paint and Sip budget will increase to \$1,000.
- viii. District supplemental fund line item (described in item vi in bullet point above) will be \$7,500.

A-6 Teacher's Report - Rosanne Cherry

- A. School year is off to a great start.
- B. Two new classroom teachers and new SPED teachers.
- C. Some teachers moved grades and there are additional combo classes.
- D. Discussed shirt distribution for TK and Kinder classes. After distribution, review how many are left and place additional order. Shana to head up sorting shirts and placing new order.

A-7 Principal's Report - Samantha Trent

- A. Already presented on the school allocation budget line item in A5-a-vi above.
- B. Echoed the sentiment of Mrs. Cherry that a combo class is a positive thing and is great for the students.

A-8 New Business

- A. Family dance is September 25th and is free to all families. This idea came from feedback from the parent survey. This takes the place of the welcome back picnic.
- B. Fridge calendar exists and has all the events. Friday sing will be added once confirmed.
- C. Website calendar is updated regularly and includes all events.
- D. Jog-a-Thon. October 16th
 - a. Students submitted t shirt designs and one was selected.
 - b. T Shirts will be delivered at least a week in advance
 - c. DJ Lady Char will DJ
 - d. TK/Kinder cards- instead of cards, we try scanning QR codes. Plastic name badge holders clipped onto the kids shirt.
 - e. Dana offered to create posters for the Jog-a-Thon
- E. Fall Festival
 - a. First committee meeting is Friday, August 21st.
- F. Movie Night
 - a. Need more volunteers to set up the screen, set up and serve snacks

G. Room Parents

- a. Teachers will submit room parents on excel sheet. Communication will start from room parents after back to school night

H. Yearbooks are on sale.

- a. 6th grade yearbooks are free.
- b. Might look at other vendor for future years.
- c. Yearbooks are on sale now and for only \$25 for a limited time.

I. Event Posters

- a. Dana has created great posters for upcoming events and breakfast

A-9 Adjournment

- A. Meeting is adjourned at 7:14pm