

**CALEB GREENWOOD K-8
PTSO EXECUTIVE BOARD MEETING
February 5, 2008**

A. CALL TO ORDER / ATTENDANCE - President Yvonne Wadleigh

The meeting was called to order at 7:04pm in the school library by PTSO President Y. Wadleigh. Interim Principal Hanifen and all Executive Board officers, with the exception of E. Pyle, were in attendance. Individual names of attendees (18) are available on attendance roster.

B. REVIEW AND APPROVAL OF MINUTES

Minutes of the January 8, 2008, meeting were reviewed and approved with no corrections. Motion made and seconded -
(APPROVED)

C. REPORTS

PTSO President - Yvonne Wadleigh reported that the Cheer Clinic raised \$660 which will be used for expenses of school sports. Also, a grandparent who wished to remain anonymous, generously donated \$1,400 for sport uniforms. This very kind person unfortunately passed away last week. **It has been suggested to attempt to acknowledge the person in a special way for their contribution. (ACTION)** Y. Wadleigh reported on the 501©(3) application. See "D. Current Business" below.

PTSO Treasurer – Y. Wadleigh reported for E. Pyle (complete report attached)

Balance forward: \$483.16

Incoming funds: \$117 – Sally Foster (on-line orders); \$591.22 – Scrip; \$525 – Art Fling deposit; \$50.20 – PTSO Partn

Expenses: \$290 – Spring Fling (hall deposit); \$525 – Art Ark for June; \$139.50 – Fall Festival; \$63.09 – Bookfair; \$755 – Organization Exp. (IRS filing fee); \$12.73 – Incentives; \$100 – Office Allowance Motion made and seconded - **(APPROVED)**

Interim Principal – Ms. Christine Hanifen

- The second round of benchmark tests completed. Results will be on-line.
- Bathrooms are currently being painted. The gutters and drainage are also being worked on. The whole outside of the school will be painted this summer.
- Looked into getting timers installed for the sprinklers. It would cost \$2,600 for the front lawn only.
- Fire Marshall shut down the kiln last May. A work order was placed, they should be here tomorrow to install the required fan.
- A volunteer is still needed for maintenance of the garden area.
- Regular enrollment began this Monday. Already 42 kinders enrolled on the first day.
- School Library – Vision screening being done 2-3 days a week. Problems need to be weeded out before training teachers.
- The position for Noon Duty Yard Supervisor is still open and very much needed.

Teachers – Terri Ann Kitowski - The **kindergarten** classes will be discussing Presidents' Day and celebrating Valentines Day and the "100th Day. Mrs. Kitowski explained that after brand new windows were installed in the kindergarten room, no window coverings were put up. After informing Ms. Hanifen that the bright sun bothers the students, Ms. Hanifen surprised all the kids with a box full of sunglasses, one for each. The students were very excited. **First** – Mrs. Cherry reports they have many celebrations this month – Groundhog's Day, Chinese New Year, Presidents' Day, Valentine's Day and 100th Day. To help learn writing letters, students each have a pen pal in another first grade class, exchanging letters 2 times per month. Field trips – 2/8, Shriners' Hospital for fire safety and burn prevention; 2/19, Jr. League Play at Hiram Johnson. School-wide science assembly from Explore It on 2/13. **Music Program** - Kinders: exploring high and low sounds with Mylar dance ribbons to Tchaikowsky. 1st grade: using strong and gentle movements with partners to experience rhythm patterns and loud/soft dynamics. 2nd grade: using body sounds to play quarter, eighth and half note rhythms. 3rd grade: reading and playing treble clef B and A on their recorders, using half notes in a song called "Half a Bee" and "B Hive Yourself". 4-6 grades: composing melodies on the piano in the Dorian mode, using idea, repetition and variation. They will also choose an art print, select a tone that matches the mood of that print, and perform their composition with that setting for the class. 7 & 8th grade: elective began last week. Goal for the week is to play a simple song as a team, playing only one measure at a time around the room. Players are eliminated until the last few can successfully play the entire song three times without errors. Morning Sing: Lots of holidays and special occasions to celebrate this month. We've added "This Land is Your Land", and "Happy Valentine's Day" so far.

Students – tabled, no student present**School Site Council Liaison - no report****D. CURRENT BUSINESS, PROGRAMS, & OTHER PROJECTS**

501©(3) Application Update - Y. Wadleigh explained that when the organization changed from PTO to PTSO, the paperwork was thought to have been completed. At the end of last year, we realized that the application had not been completed and submitted. The PTSO has now received notice from the Franchise Tax Board to cease and desist until necessary forms have been completed and filed. Until then, the PTSO cannot conduct business. Tom Griffin has volunteered his time in filing the paperwork. Until this is resolved, PTSO cannot continue soliciting donations for the Dance/Silent Auction or any other business. And the Craft Night has been postponed until 2/13.

PTSO Officer Selection Committee - E. Storm The PTSO is made up of dedicated parents. All positions will be open and we need people to step up and volunteer to serve on the board. E. Storm is asking for 4 people to serve as the selection committee. Friday, 3/14 is the deadline for nominations. The next Wed. folder will have the list of officers and the description of duties for each position. This is a great opportunity to become more involved in the wonderful events and improvements at the school for which the PTSO is responsible. **(ACTION)**

Craft Night – J. Swedlow - This month's family event will be a craft night scheduled for Wed., 2/13. It will be held in the cafeteria, 6-8pm, free entrance. There will be 5 different craft projects for elementary students to make, and cookies and hot chocolate will be available.

School Store and Website - All placed orders have been paid so incoming funds are now profit, approximately \$400 to date. Some new items: tri-fold boards with headers for project displays, poster boards, Valentines, St. Pats and Spring items. Prices are still very low: \$2 for cell phone calculators and stationary sets; but most things less than \$1; and many items .05 - .25. Web site getting lots of users, 30-70 per day. Reminder to those who chair events, send information to webmaster so that it can be posted for all readers.

Volunteer Luncheon - The date falls earlier this year. Looking for ideas for later in the year. Tuesdays, Wednesdays, or Thursdays would be best. And an event in the afternoon would be better as opposed to noon as in the past. **(ACTION)**

Talent Show - Reminder of dates: 2/22 – Application due. Auditions – end of March Show Performances – End of April

E. FUNDRAISERS - no reports**F. ADJOURNMENT**

The meeting was adjourned at 8:16pm. The next PTSO Executive Board meeting will be held Tuesday, March 5, 2008, 7pm in the school library.

Submitted by:



Susan Curiel-Contreras, PTSO Secretary