

Olive Grove PTSA
General Meeting
August 22nd, 2023

The general meeting of the Olive Grove PTSA was called to order by Carmen Cataldo, the President, at 7:02 pm at Olive Grove Elementary in Antelope, California on August 22nd, 2023.

- I. **Attendance:** Jessica Paul, Carmen Cataldo, Long Tran, Amanda Robertson, Kristine Lemmex, Aubree Summers, Kristin Patten, Sharon Schumann, Corrinne Clay, Ruby Khangura, Laura Grandlund and Kari Back

Attendance Via Zoom: Mai Lim, Chrissie Schulz, Tina Chambers, Nicole Martrinez, Alicia Martin, Rosa Rai and Danica Ugborna
- I. **Board Introductions:** All members introduced themselves
- II. **Minutes:** May minutes to be filed as there are no changes.
- III. **Treasurer's Report:**
Long Tran, Treasurer, reviewed 3 months of reports (May, June and July). Checking account balance on 5/31/23 was \$15,586.57. The total balance on hand as of 5/31/23 is \$19,726.62. Checking account balance on 6/30/23 was \$9,580.21. The total for both the savings and checking accounts as of 6/30/23 was \$13,720.43. Report will be filed for audit.
- IV. **2023-2024 Budget:** Carmen reviewed this year's budget and reported we will carry forward \$13,720.43. We get \$300 for the VIP parking sport and the rest of the money from the catalog all goes back to the classrooms. The water filtration system for the kids is under special projects and we budgeted \$5K for special projects for the year. Motion to approve by Jessica Paul, Long Tran seconded. The motion passed to approve the budget. Carmen mentioned the recurring charge for zoom of \$14.99.
- V. **Presentation of bills:** We have craft fair refunds from last year. Three vendors never received the checks so we have to re-issue 3 checks. The first check is for Jan Bechtel in the amount of \$55, the second is for Monica Contreras for \$50 and the third is for Jamie Vargo-Warran for \$40. Motion to approve by Amanda Robertson, Kristin seconded. The motion passes.
- VI. **Audit Report:**
 - A. For the period August 1, 2022 through December 31, 2022. Checks 3219- 3236. Balance on hand July 31,2022 \$18,402. 68. Receipts since last audit \$33,852.50 for a total of \$52,555.18. Disbursements since last audit \$38,060.99 for a balance of **\$14,194.19**.
 - B. Bank Reconciliation - balance on hand per bank statement on 12/21/2022 was **\$14,194.19**. Uncleared check of \$120 #3236. Audit Report submitted by Joanna Servantez. Jessican moved to approve the audit report and Long seconded the audit report will be filed.
- VII. **Celebrations:** Jessica shared some of the thank you cards from the students to the PTSA.
- VIII. **Officer reports:**
 - A. **President Report** - Carmen informed the group that the November and March meeting dates changed because they fell on a holiday and spring break. The new dates are November 14th, 2023 and March 11, 2024.
 - B. **VP Fundraising** – Amanda reported we are keeping it the same. We had 2 successful fundraisers last

year. We may do a family skate night at Roller King in addition to a dine out fundraiser. We will do the Sees Fundraiser and the Read-A-Thon plus 2 dine outs or skate fundraisers.

- C. VP Programs** – Chrissie wants to continue with Sami Circuit. October 4th is walk and bike to school day. We will have at least 1 movie night, hopefully 2. We would like to have the BMX assembly return.
- D. VP Membership** – Nicole reported we are working on an ice cream social to promote PTSA. The date is September 7th (more info to follow).
- E. VP Spirit Wear** – The first house rally is September 1st. Kristin is looking for a committee to set up next Friday so families can come and purchase spirit wear. She's also looking for volunteers to help with 2 sales a year (once in September and once in February). She may look into a new accessory to sell this year (hat, beanie or a water bottle). The item will be under \$10.
- F. Hospitality** - Tina is creating a signup genius so people can sign up to set up the Executive meeting.
- G. Watchdogs**– Laura suggested a launch party for this group to be held in September. It will include pizza and drinks and will have a sign up at the event. She will contact the previous Watch D.O.G.S. chair to see what has worked in the past.
- H. Box tops**- Rosa suggested a competition between classes to earn extra recess time or a pizza party. The group suggested a flyer to go home naming the items that parents typically buy that are eligible.
- I. Reflections**- We are re-introducing the reflections program. Reflections is an art contest and this year's theme is "I'm hopeful because..."
- J. Yearbook**– We are not doing the Yearbook as a club for 5th grade this year, instead it will return to PTSA as a Yearbook Chair position. We will ask parents to take photos at field trips and assemblies and send them in. We need better quality photos so we need parents to take the reins.

IX. Teacher Rep – Teachers and kids are very excited to be back.

X. Principal Update: It has been a great start to the year! Dry Creek school district is not doing well in terms of attendance so Olive Grove is initiating 2 new initiatives. If a class has 100% attendance, Ms. Clay will do an "Atten-Dance Party" in the classroom with music and lights. Second, the office started a positive office referral. If a student is doing something right, they get sent to the office as a positive thing. They add a leaf to the tree in the office and Ms. Clay calls home to brag about the child.

XI. New Business:

- A. Olive Grove needs a new sound system.
- B. Ms. Back is asking PTSA for money for a CoLibri Book Covering System. This is a machine that can cover and protect a book in 30 seconds. The cover quality is thicker and better. Currently it takes her 6 minutes per book with clear contact paper. The contact paper is not a good long term solution. The key to the longevity of the books are protecting and covering them. The machine is a little over \$1,000. The book covers are \$299 (250 in 1 case). Books are something that all of our students use and would be beneficial to the school as a whole.

Meeting was adjourned at 8:03pm

Next meeting is Tuesday, September 19, 2023 at Olive Grove Elementary at 7 pm.

Kristine Lemmex, Secretary

Date Approved _____