



CPS PTO Meeting Minutes: November 2023 Meeting

Date 10/5/23 | time 7-7:49pm | Meeting called to order by Lynette Kelleher

IN ATTENDANCE

- Board (voting members): Lynette Kelleher , Chris Winders, Katie Vachon/Carrie Patel, Kaitlin Waterson, Deepa Chungi
- Committee coordinators:
- CPS faculty / admin:
- Parents and other school community members: Ian Applegate, Stacy Larson

APPROVAL OF MINUTES

- September minutes were approved by email after the October meeting
- October minutes –Deepa motioned to approve. Chris 2nd motion. Minutes approved

WELCOME / GENERAL UPDATES

Updates from Jim/Dennet/Matt (if on)

- NA

Updates from Lynette / Krystle

- Important agenda item tonight: Voting to approve faculty grants
- Carrie and Lynette gave explanation of all grants and shared the administrations feedback
- Vote taken on 6 Faculty Grants- Deppa motioned to approve. Chris 2nded the motion Grants Approved.
- PTO merch sale open now! Orders through 11/18
- Ask from Linda: recess volunteers-This will go out to classes via Room Parents

BOARD / COMMITTEE COORDINATOR UPDATES

- Timely updates

Publicity: Chris Winders

- November newsletter call for content going out tomorrow for 11/10 newsletter
- One sheet on Ad rates to be created
- Working with Dennet and Nick Greenwood to get all PTO dates on school calendar
- Request for pictures from any events-Trunk or Treat, Spaghetti Supper, Appreciation events

Fundraising: Chelsea Mascari (not on)

- Pie order distribution changed from delivery to pick up at Cafeteria. Request for volunteers has gone out

Treasurer: Carrie Patel & Katie Vachon

- Katie working with Accountants on tax returns and the 2022 audit.
- Katie/Carrie to let Merchandise know what we spent on paw print clothing and what we have made in order to make a smart discount for post Thanksgiving sale

Curriculum Enrichments: Kaitlin Waterson, Catherine Hyun, Sessa Gadey

- All School Assembly planned for January for Friday before MLK Jr Day. This has been planned in conjunction with DEI. Wee the People will be coming. Deposit needed by December 1. Invoice to be sent to Treasurers as soon as received.
- Working on the list of End of Year All School Assembly to send to Matt and Dennett.

Faculty & Staff Appreciation: Meredith Belecki (not on LK gave update)

- CPS Appreciation Breakfasts on October 19 and October 20 went well! We received notes of thanks from the school and administration
- Notes for next year include doing it on a day when all teachers and staff are in the school. One event versus 2.

Room Parents: Kaitlin Waterson

- Question regarding water being funded by room parents. Lynette to send email to Dennett with CE included to determine a solution.

Events: Elena Kennedy

- Trunk or Treat went well Moved to under panels due to weather.

Library Volunteers: Diane Troppoli (not on)

Middle School: Diane Troppoli and Deepa Chungi

- Spaghetti Supper-awaiting final numbers. About 700 people served.

DEI Committee Update: Liese Meier(not on)

CPS Garden: Andy Martineau (not on LK gave update)

- WECO fundraiser: awaiting final number
- Last year 8th grade class donating 3k to Garden for bench near lending library at the garden

SEPAC: Meredith Belecki & Sessa Gadey(not on LK gave meeting dates)

- Meeting 11/9 at 9 am via Zoom
- Coffee Chat via Zoom on 11/30

Any Other Business

- Reminder: Use PTO reimbursement form that is on website for all reimbursement requests

MEETING ADJOURNED