

Carlos Gilbert PTK Meeting Agenda  
December 13, 2023 8:15 a.m.  
Teachers' Lounge

Attendees: Kim Jones, Dana Moore, Andra Russek, Marshall Ryals, Alison Walcott, Dana Tapia, Brintha Nathan, Rachel Meiklejohn, Erika Fleetwood, Jana Amacher, Steven DeGraeve, Casey Janes, Jasmine Minhas, Itzhel Sepulveda, Maggie Moore via zoom: Brian VanDenzen, Liz VanDenzen

1. School News
  - a. Ms. Pietrocci - Ms. Drysdale is retiring.
2. Treasurer's Report
  - a. 2023/2024 Budget Proposal - not discussed
  - b. Funding Requests
    - i. Ms. Quintana requests new filter pads for the trout, \$32.43, approved by board
    - ii. Ms. Drysdale requests a new pencil sharpeners, \$50 approved by board
    - iii. Mr. Phillips requests pizza funds for his top-selling raffle ticket classroom party, \$45 approved by board
    - iv. Ms. Kate requests \$300 for miscellaneous receipts
    - v. Cheer coach Heather Romero requests uniforms: approximately 20 students at \$100 each. Heather will create an online cart and Maggie M will make the purchase. Maggie will be the point person for the year. Motion for up to \$2000 to purchase new uniforms was passed by the board.
    - vi. The school's Occupational Therapist requests \$120 for a footrest and related equipment. The OT is a 0.3 which awards them \$90 per semester in reimbursements (formerly referred to as "stipends"). The request was passed by the board.
    - vii. A motion to fund Ms. Walker's choir lessons for \$590 was passed by the board. Ms. Walker is no longer compensated by the school district for her after-school choir lessons.
3. Minutes – November 15 2023 minutes were approved by board.
4. Updates:
  - a. Giving Tree - Brintha Nathan - Gifts for approximately 40 tags have not been turned in yet.
  - b. Halloween Carnival - Steve DeGraeve - the "How to Run a Record-Breaking Halloween Carnival" document is in-progress.
  - c. Thank You Notes Delivery - Erika Fleetwood
  - d. Coffee / Tea Stations and Bathroom Hospitality Baskets - Sarah LeBlanc - no update
5. Community Support:
  - a. EJ Martinez Holiday Gift to Families - It is reported that EJ Martinez needs help with fundraising. A motion to purchase 10 \$100 grocery cards was made. The

group discussed ways to help including sharing our knowledge of how we raise money and the tools we use (RallyUp, Wix, Constant Contact, etc). There was a lot of discussion and debate over how to help EJ Martinez families. The question was raised if this was allowed by Carlos Gilbert PTK Inc's bylaws which were believed to state that all actions made by the PTK must benefit Carlos Gilbert. The question was raised: from where in the budget this money was coming from which was answered with "the slush fund". The question was raised: should the money be donated to Adelante and we direct the families to get help from Adelante. The question was raised: what do we do when other schools hear about this and come to us with their palms out. A discussion about changing the bylaws to allow this donation occurred. A motion to purchase 10 \$100 grocery cards was passed by the board with objections.

- b. **Adelante Gift** - A motion was made to donate \$2000 to Adelante. The question was raised: from where in the budget this money was coming from which was answered with "the slush fund". The point was made that 501(c)(3)s can only donate to other 501(c)(3)s. A discussion of 501(c)(3) spending rules occurred. It was pointed out that in 2008 the State of New Mexico made changes to non-profit rules that might require changes to our bylaws. It was pointed out that the board is required to have an annual training during which the board members sign and attest to the bylaws. The motion to donate \$2000 to Adelante was passed by the board with objections. Steven D will research and read the PTK's bylaws to verify the PTK can make donations like this.
- c. **Others?**
- 6. **Tutoring for CGE Students** - Kim P says there is not much interest from the teachers for a variety of reasons: hourly pay is low, have to go through the district because of the compensation. Kim P likes the idea of farming it out to places like Mathnasium
- 7. **Basement Improvements** - The group would like to improve the shelving, labeling, get clear bins for the merch, etc and organize the PTK room. Caitlin B, Andra R, Dana T, Brian V are interested in helping.
- 8. **Enrichment Programs for Spring 2024** - not discussed

Next Meetings – PTK, 8:15 a.m. CGE Teacher's Lounge:

January 25, 2024

February 21, 2024

March 20, 2024

April 24, 2024

May 15, 2024