



Carlos Gilbert PTK Meeting Minutes
November 20, 2024 8:15 a.m.
Teachers' Lounge

Those present: Caitlin Brodsky, Erika Fleetwood, Steve DeGraeve, Mrs P, Mrs Kate, Dana Tapia, Andra, Sarah Leblanc, Itzel Sepulveda, Sarah Griego, Kim Jones, Casey, Liz, Kelley Kitzman, Eric Ytuarte, Antoinette.

The meeting started with the report of the current balance of both the checking and saving accounts. There was discussion of in Spring if we look into possibly putting that into a higher yielding savings account for growth on the large balance that sits. Mrs P reported that the parent lead tours will be happening and there is one this Friday. She reported that NDI also takes place in the gym on Friday so it will be a fun enrichment program that will be visible to prospective families. Tours will be held at 8:30 am and Sarah L will be leading this Friday. Mrs P also asked if the PTK would be willing to help with savory pies this Friday as a teacher send off to Thanksgiving. Caitlin said she would work with Dana on this. Mrs P asked for enough for 40 people. Mrs P reported that Adelante came and picked up the food from the Food Drive that Mrs Q and Mrs Stark did for the school. She said they were very happy and grateful for the food to give away and restocking their shelves. The Giving Tree is in the works and they are finalizing lists. Mrs P reported that she will be scheduling for late January (possibly the 23rd of January) a STEAM night at the school. There will be a science fair night k-4 December 4th from 5:30-6:30 pm where students can learn about the science fair. Mrs Kate requested a \$300 allowance to purchase 75 posters for the students for this event. Andra motioned for the approval of \$300 to be put towards the purchase of posters, Sarah L second and all approved. Mrs P said that after break we will start testing, and that there are band and choir concerts coming up. That was all the school news! Caitlin moved on to funding requests. Mrs P had a funding request of \$500 to support Mrs Frances for her work with the spelling bee. Andra motioned to approve the \$500 request and Sarah L seconded the motion and all were in agreement. Motion passed unanimously. There was a request from girls basketball for the reimbursement of shoes. There was a lot of discussion about this request. Casey made a point of making all PTK funds fair and our fiduciary responsibility to keep the funds spent fairly with equal opportunity for all. It was decided that these requests should be referred to in the giving tree. Mrs P would make sure that this family was included on the tree. The last funding request was from Mrs Q and Mrs Hanlin for a total of \$1065.75 worth of books for the book room. There would be 7 new books in sets of 25 books for each student. These books would be reused throughout the years and would replace some books that have been worn out. Erika motioned for the approval of the purchase of the books and Andra seconded the motion. All agreed. Motion passed unanimously. Caitlin moved on to approve the October minutes but no one motioned so it was tabled for the next meeting where both the October and November minutes would be approved in the December meeting. Caitlin moved on to the Giving Tree and the talk about other schools having a tree at our school. The idea was put on hold for multiple reasons but primarily due to time, referring back to Caseys point about setting precedence and equal opportunity of selecting a school and an amount. The Giving Tree only has one concert this year so it may be difficult to complete all the tags we have for our school. Itzel also said that it was difficult last year to complete our single tree. Itzel asked for any volunteers for shopping, wrapping and helping with the Giving Tree around December 15-18th. Caitlin moved on the Thank you notes. Erika compiled a list and sorted the thank you notes that are needed and started to divide them up for each class. This list will get sent to Mrs P and then Mrs P will send the excel sheet to all staff. We hope to have this turn around in about one week so that we can start

delivering. Erika reminded everyone that last year it was difficult to deliver all the thank yous so suggested that room reps deliver those from their classes.

Caitlin moved on to the Tutoring at Carlos Gilbert. Steve said that Mathnasium may have gotten a corporate sponsorship at the carnival but that nothing was done for the tutoring at CG. At this point we need to have a parent take this on if this is something we want to offer at CG. Although tutoring is very important, Steve mentioned that CG is one of the highest ranked schools and maybe tutoring would be better use at a different school where rates were lower. We are going to see if any parents want to try and take this on as Steve has done what he can.

Caitlin moved on to the Halloween Carnival recap. Steve thanked everyone and their involvement with the carnival and the great success. Dana reminded those that need reimbursements to come forward and get the reimbursement so we can get final numbers. Mrs Kate said thank you for the support of the literary program and reading room at the carnival. She said it was a huge success and very great turnout. Mrs Kate said that Mathnasium could be at the STEAM night in January too if they wanted to. Liz brought up the baskets from the carnival and wondered if each class could have the same baskets each year since they established contacts with certain companies. The group discussed and different ideas were brought up. It will be looked at next year on what the basket themes will be after analysis of how the current and past year sales went.

Dana brought up the teacher reimbursement program. She said that some teachers are going over the \$700 allowed amount. Much discussion was put in this. Some felt that teachers should get the overage or there should be an internal buffer that the PTK sets like up to \$100 we would pay, others thought keeping the \$700 limit is important as that was budgeted. A further discussion on this is needed. Sarah Leblanc made a motion to approve the two overages up to \$100 that were in this months reimbursements but that a future discussion and decision needs to be made. Erika seconded and all were in favor. All approved.

The next meeting is 12/18/24 at 8:15 and this would be added to the agenda.

The meeting adjourned at 9:34 am.