

PTSO Meeting Minutes - April 26, 2023

Review [NWP PTSO Meeting Minutes: 03/15/2023 - Google Docs](#)

ATTENDING: Adam Napoleon, Kelsey Hadfield, Norman Eisley, Juan Torres, Fyn Eisley, Saloni, Breena Torres,

MEETING Called: 6:15pm

PREVIOUS MONTH MINUTES: No modifications, accepted unanimously

PTSO President - Norman Eisley:

- Annual Piner Olivet School Connected Organization Report - Materials needed ASAP
 - Reviewed outstanding docs still needed for this (Norman, Adam, Kelsey & Megan)
 - Will look to see if we have a template letter for contributions to the PTSO (if there isn't one then Norman will produce one)
- BOARD ELECTIONS FOR 2023-2024 YEAR
 - Amendment to Article IV, Section 4 - Moved by Kelsey, 2nd by Juan - Carried Unanimously
 - Amendment to add Article 13 to the By-Laws. This adds a Conflict of Interest Policy - Motion by Kelsey, 2nd by Fyn - Unanimously carried
 - Norman to write letter to parents asking for more participation
 - NO additional nominations were offered
- Annual Meeting. The annual meeting will be held at the April regular meeting. The annual meeting is for receiving reports, electing officers, and conducting other business that should arise.
 - Unanimously carried
- FINANCES - A tentative budget shall be drafted in spring for the following school year and approved at a fall meeting by a majority vote of the members present.
 - Tabled till May, hope the School Connected materials will help to supplement this. Adam indicated we will be losing a bunch of COVID related funds, so PTSO funds will be even more needed.

Treasurer - Kelsey Hadfield:

- Balance, deposits, withdrawals
 - \$4700 balance, Got money for the Candles Sales & Donations (\$265), School Gowns (which went in and out)
- Tentative budget for 2023-2024 school to be presented at April PTSO meeting for approval at August or September meeting
 - Kelsey suggested adding a line item in the budget for Senior Class Expenses (eg. Field Trip, Senior Breakfast and Gowns)

Fundraising - volunteer chair-person Michelle Aguirre / Michelle Celli:

- Candles fundraiser success?
 - Yes! Raised \$265.
- Staff Appreciation Day May 9, 2023
 - Emails went out and things are already being collected

Events - volunteer chair-person Tristan St Germain:

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Student Council -

- Movie Night Friday 4/28 @ 6pm- Puss in Boots 2
 - They will be running a concession stand
- Concessions provided (fund raising)
 - Michael Nash is making purchases and he will come back to us if any reimbursements are required.
 - They are in the process of planning a field day and the Senior Breakfast. Both on June 1.

Teachers Report (Saloni)-

- State testing is now underway.
- Dominican College field trip this Friday
- Middle School Ft. Ross trip is Monday, May 1st
- May 8th Staff PD Day-No school for students
- The Spring Academic Exhibition is on Thursday, May 11, 2023 at 6pm at Northwest Prep Charter School. The driving question for this event is: "How Do Societies Responsibly Plan and Manage Water Solutions?" Plus the Senior Gratto!!!!
- Senior Portfolio Defenses 5/15-5/18
 - There is an open invitation for parents to come and participate
- May 19th No school (Emergency Closure Day)

Principal Section -

- [2023-2024 Northwest Prep Calendar](#)

- Starts August 16 this year and ends June 4th. Adam will send it out via Parent Square
- WASC- [Revised Action Plan](#)
 - The plan was accepted as submitted. They added 1) Increase enrollment 2) Work to add challenging opportunities for Students at the top end of the grade curve.
- DLAC meeting tomorrow 4/17 @ 5pm in the Jack London Gym
 - The last mtg in Dec. went well. They are hoping this one will as well. This will be at the district level (the local one didn't have a good turn out)
- Senior trip- 5/25- \$234 needed for train and ferry. Admission free due to being a Title 1 School
 - So, they are asking for PTSO to use these funds, instead to cover train & ferry tickets.
 - Adam - motioned to allocate a maximum of \$335 to cover either the tickets or the transportation costs. Saloni 2nd'ed - carried unanimously
- Senior Breakfast- 6/1/23 @ 8am- Reimbursement needed for food/supplies
 - Costs will be covered ad-hoc from the Principal's Discretionary Fund
- Graduation Rehearsal- 6/1/23 @ 9:30am
- Graduation 6/1/23 @ 6 pm in the MPR

New Business / Open Forum:

- [UPCOMING NWP PTSO IMPORTANT DATES - Google Docs](#)
 - All dates referenced above appear to be in this document now
- PTSO conflict of interest document was emailed to board members, volunteer chairpersons, principal and office manager on 4/24/2023 - please sign and email to PTSO Secretary asap
- Susan would like PTSO approval to purchase a, "Deposit to NWP PTSO Account Only" for the office - approval?
 - This is a request to get a rubber stamp for Susan to use in the office. Kelsey motioned to accept, Adam 2nd'ed - Carried unanimously
- Susan would also like to see about PTSO sponsoring \$335 for 15 tickets for the Seniors to go to the SF Aquarium.
 - This was taken care of above
- PTSO table for Spring Exhibition
 - Norman, Kelsey currently good to help with this

Reminders:

- nwp.ptso@gmail.com - parents please email if you would like to be added to our contacts, especially if you have volunteered for a board or committee chair position
- Facebook group: **NorthwestPrep.PTSO**

- Instagram: [@northwestprepchartersr](#)
- School Store: <https://www.etsy.com/shop/nwpcharterschool>

Next PTSO meeting will be held on May 17, 2203 at 6pm IN PERSON and VIRTUAL

- Open to all NWP Parents, Teachers and Students.
- Meetings (normally) every third Wednesday of the month, unless otherwise noted.