

**PTSO Meeting Minutes  
May 6, 2024**

Meeting called by: Latha Baddigam

Approval of minutes form last meeting, April 8, 2024: Approved

**Finance Report:**

- Allocation for all the items outlined is done, after that: we have
  - \$5322.57: General Fund
  - \$3217.57: Invest in Excellence
- Still need to allocate \$500 for teacher's mini grants this year

**Old Business:**

Magnet design vote:

- The magnet can be used as an incentive to donate at the freshman orientation
- Shield shape design with minor modification gets the most votes
- Order of 300 to be placed

Popsicle May 24 during Advisory time:

- Popsicle ordered and bags prepared.

Graduation water stations:

- We got everything covered and good to go

Scholarship:

- Chose 3 recipients scholarship, each will get \$500, and they are from
  - Pre-engineering
  - Medical science
  - Performing arts
- All the academy students will attend
- Every senior will sign on the board about where they are heading after graduation
- Publish the award recipients' names after official announcement

**New Business:**

Dinner to celebrate end of the year

- Date: 6:30pm, Monday June 3 @ Mario's restaurant

Any athletic dates for over the summer

- Dead weeks: week of July 1<sup>st</sup> and July 25<sup>th</sup>

### Ideas for Invest in Excellence

- Suggest getting back to the CATA department wish lists
- Get information before freshman orientation
- To collect 11 lists of the departments' invest goals
- Casting votes for investment goals for CATA department wish lists
- Email to each department to start collecting information

### New signage for PTSO info table

- We need to update signs/posters to promote the info of PTSO regarding:
  - Sports & Senior
  - What PTSO has done before
  - How about the future
  - PTSO website
- Identified locations to put up the posters

### **Committee Update:**

#### Fundraising

- Still onboard with the Culver's Spirit Night
- Tie the Spirit Night with the senior week. For seniors participating in the event, write down your name and we have gifts ready.
- Can we get the mascot to the restaurant?
- Culver's will send through their digital flyer for CATA's social media promotion of the event

#### Sports

- 8 sub-committees, each have 2-4 people on the sub-committees
- Committee chair starts working with the sub-committees for next year's meeting schedule, waiting for the athletic calendar to come out for final planning

#### Hospitality

- Teacher's appreciation week:
  - Volunteer to arrive at 10:45am, Wednesday May 8, 2024 to help prep lunch picked up from Jersey Mike's
- Cookies for school cafeteria staff appreciation last week
- Popsicle day (refer to update earlier)

#### Senior

- Senior week: right now we have enough volunteers to cover the event

#### Communications

- More promotion for sports events on CATA's social media for different sports teams.

- hashtag CATASportsCommittee

#### Scholarships

- See notes earlier

#### Membership

- WE have about 120 parent members
- Membership expires on June 30. Accessibility will be granted upon payment of membership
- Staff favorite list/directory is now accessible
- Sports: Right now no information on the school website, so start form group picture.

#### Freshman Orientation:

- Aug 19, 2024

#### Open house for other grades:

- Either Wednesday or Thursday in the same week of freshman orientation. Exact date to be decided
- Need to confirm the date for parking lot party for the seniors

#### Adjourn

### General Meeting May 6, 2024

#### Voting on open positions

- Hospitality: new member Erika
  - Almost once a month for teachers (lunch, Xmas, tissue drive, Teachers' appreciation week, etc)
  - Always good to have extra hands to help
- Fundraising: new member Martha
  - Invest in Excellence: general big fundraising for school for people to donate directly online
  - Spirit Nights with different restaurants
  - Sold bracelet
  - Potential opportunity: corporate donation/matching for the future
- Secretary: new member Shirley
- Scholarship:
  - Company/individual to donate to set up scholarship at school
  - Set up criteria for the scholarship

- Rubric to evaluate the applications and select the scholarship
- Depending on what we can bring in next year, the scholarship amount may vary. If we can do more communications with more contribution to fund scholarship. This year, we have \$1,500 in total.
- Membership:
  - Digitalize everything for membership sign-up/management/donation.

**Any future dates like freshman orientation, open house, first meeting**

- Might schedule a Zoom meeting in July

**Invitation to July potluck/retreat**

- Retreat: 6pm, July 31 @ Kelly's house to bring everyone on the same page for freshman orientation preparation

**PTSO Board Positions for 2024-2025 School Year (after final voting)**

President:	Kaylee Meyer
Vice President:	Kelly Levitas
Treasurer:	Valerie Peters
Secretary:	Shirley Xu
Communications:	Bejal Mehta
Membership/Website:	Latha Baddigam, Tammy Hall
Fundraising:	Noelle Picozzi, Martha Zapota
Hospitality:	Erika Leon, Jennifer Monahan, Anshi Garg
Senior Committee:	Kristen Manning, Tammy Hall
Sports:	Mickey Carter, Fara Orr
Scholarship:	Preeti Krishna
Member At Large:	Jay Rejesh, Jenn Sanders

**Adjourn**