**CSDB Parent Staff Organization** October 19, 2023, 4:30 p.m. Meeting minutes

Attending: Jessica Lee, Becky Fulton, Kelle Moothart, Josh Moothart, Kathy Emter, Tera Spangler, Cathy Haselhorst

# Officers:

1. Cathy Haselhorst self-nominated herself for Secretary, Kelle Moothart seconds the nomination. Unanimously approved.
2. Jessica Lee nominated Kelle Moothart for vice president. Cathy Haselhorst seconds the nomination. Unanimously approved.

# CSDB PSO Membership Dues:

* 1. Becky Fulton shared that the balance in our account is $1,886.19.
  2. Membership dues will remain the same this year, $10.00 for the first family member, and $7.00 for additional family members.
  3. Cathy and Becky will work together to set up a QR code that is connected to our bank and Becky will set up Clover to also use for accepting membership dues and also any donations.

# Parent/Teacher Conferences November 2, 2023

1. PSO will provide snack bags.

* We will inventory what we will currently have to use
* We will assemble the bags on Wednesday, October 25, 2023
* Tera will reserve a room for assembling and storing bags

1. Bags will be delivered on November 2, 2023

**Volunteers**

1. We would like to encourage parents to volunteer and to match their skills with a volunteer opportunity on the campus.
2. Would like to make the process of becoming a parent volunteer easier
3. Tera will review our current internal process
4. Jessica will share with Tera what other districts' processes are and what the state policy is for school parent volunteers

# Meetings:

* 1. The next meeting will be in person, on Thursday, November 9th.

## Tera will arrange a room for the meeting and a space for babysitting

* 1. Jessica and Becky will arrange babysitters
  2. Cathy will schedule an interpreter
  3. Kelle will create a flyer and send it to Cathy a week prior to the meeting so that it can be posted on social media and the website and sent to parents/guardians via IC messenger.

# The meeting adjourned 5:35 p.m.

**Next meeting: November 9, 2023**