

PSO Meeting Minutes

Tuesday, November 4th, 2025

Meeting Called to Order at 8:09am by Paulina Moreno, Upper School PSO President.

I. Attendees

A. PSO Board Members

1. Paulina Moreno, Upper School PSO President
2. Shamain Webster, Upper School PSO Vice-President
3. Kathryn Griffith, Lower School PSO Vice-President
4. Gina Raab, PSO Secretary

B. Great Hearts Irving Leadership

1. Amber Dyer, Upper School Headmaster
2. James McCormick, Head of Middle School
3. Charles Brogan, Lower School Headmaster

C. Additional Attendees

1. Erin West
2. Chelsea Barrick
3. Rachel Westen
4. Christina Borders
5. Melissa Fritcher
6. Ivette Molina
7. Yara Salhi
8. Kat Blake

II. Quorum (51% of Current Board Members) Achieved: 7 attendees

III. Discussion of Items from Agenda

A. Welcome and Introductions by Paulina Moreno

B. Recent PSO Accomplishments and Upcoming Events Summary by Shamain Webster.

1. Recent events included Autumn Fest (hosted by Lower School), Spring Creek BBQ Spirit Nights, Coffee & Conversations, faculty lunches, and birthday celebrations.
2. Positive feedback across events; participation increased compared to last year.
3. Community engagement is strong and PSO efforts are appreciated by faculty and administration.

C. Autumn Fest recap, finances, and next-year fixes by Kathryn Griffith

1. Lots of positive feedback.
2. Autumn Fest hosted at the new campus. Went smoothly despite space constraints.
3. Positive attendee feedback; however actual attendance data unavailable.
4. Financial outcome: ~\$2,000 deficit.
5. Specific improvements identified for next year.
 - a) Ticket pricing suggestion: increase from \$3 to \$5 due to deficit.

- b) Need better ticket logging (entrance vs. jump tickets).
 - c) Earlier volunteer recruiting
 - d) More decorations
 - e) Alternate parking lot considered
 - f) Better bus timing.
- D. Spirit Night Recap by Kathryn Griffith
 - 1. Spring Creek BBQ Spirit Night very successful
 - a) delivered ~\$2,700
 - 2. Lamberti's Spirit Nights are tonight and tomorrow
 - a) Desire to offer cheaper options (Chick-fil-A, Panda Express, Jason's Deli—20% back); prior Panda Express netted \$500 due to only using one location; prefer a national code.
 - 3. Received requests for long-sleeve spirit shirt options.
- E. Coffee and Convo recap by Chelsea Barrick
 - 1. Coffee & Conversation meetup was very successful
 - a) Had 16–17 attendees
 - 2. Hoping to have bi-weekly opportunities to get together
 - 3. Requests to include an opportunity for gathering in the evening
- F. Lower School Lunch recap by Melissa Fritcher
 - 1. Asking for parents to cook worked well
 - 2. Love to see teachers getting to know one another better
 - 3. Need food allergy updates
 - 4. Make sure support staff know to get lunch
- G. Upper School Lunch recap by Erin West
 - 1. September was charcuterie, Oct was Nacho bar, Nov to be Holiday Meal
 - 2. Plan to switch back to SUG for ease of monetary donations
 - 3. All going well
- H. High School Cookout plans by Paulina Moreno
 - 1. Plan for ~300 burgers and ~200 hot dogs plus grilled cheese as a vegetarian option
 - 2. PSO covers mains, parents bring chips/drinks.
- I. Used Uniform Sale update by Yvette Molina
 - 1. Used uniform sale on Nov 15, 9:00–12:00
 - 2. Inventory ready: many donated items
 - a) Some laundry in progress.
 - 3. Staffing gaps:
 - a) setup (Fri) ~3
 - b) sale ~2
 - c) breakdown ~1;
 - 4. Volunteers meet Sat 8:00 for a 30 min briefing.
 - 5. Invite faculty Sat 8:00 early access; items free for faculty.
 - 6. Pricing - plan to keep same prices
 - 7. Plan to add clear girl-section signage (pink); blue items unisex.
- J. Snowflake Fund Launch update by Chelsea Barrick

1. goal \$50,000; suggested \$50 per family/scholar; target \$200 per teacher
2. Snowflake fund to do's:
 - a) Find permanent fix re: collecting funds
 - (1) Looking into getting non-profit status
 - b) Organize car-line collections
 - (1) Utilize Senators at Upper School
 - c) Educate new parents
 - (1) Organize email campaign and flyers
 - d) Decorate front desks
 - e) Add a digital progress tracker and "Sponsor A Teacher" opportunity
 - f) Teachers prefer cash or simple gift cards to a place (like Amazon or Walmart) that offers multiple kinds of items.

K. Teacher Birthday Celebrations

1. Going well. The amount and variety of cake is good. Teachers are very grateful.
2. Add some signage to let everyone know whose birthdays are being celebrated.
3. Timing - try to spread out from lunches, if possible.

Meeting Adjourned at 8:44 am by Paulina Moreno.