

PSO Meeting Minutes

Thursday, May 14, 2026

Meeting Called to Order at 8:04 am by Amy Mackenroth, Lower School PSO President.

I. Attendees

A. PSO Board Members

1. Amy Mackenroth, Lower School PSO President
2. Paulina Moreno, Upper School PSO President
3. Kathryn Griffith, Lower School PSO Vice-President
4. Shamain Webster, Upper School PSO Vice-President
5. 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. Keo Strull
2. Jennifer Renner
3. Claire Arthur
4. Gia Rashid
5. Melissa Fritcher
6. Mary Rahmati
7. Berenice San Juan

II. Quorum (51% of Current Board Members) Achieved: 8 attendees

III. Discussion of Items from Agenda

A. Welcome and Introductions by Amy Mackenroth

B. Treasury report by Amy Mackenroth

1. The current checking account balance is just over \$33,000. This does not include approximately \$13,000 from the previous summer's uniform sale, placing the PSO in a strong financial position.
2. Spending for Teacher Appreciation Week was partially offset by funds raised, though some reserves were used as is customary.
3. Spirit shirts have raised money overall.

C. Teacher Appreciation and Support

1. Gift Card Increase: A motion to increase the value of teacher gift cards from \$25 to \$50 for the approximately 200 faculty members, doubling the expense to around \$10,000 was made by Amy Mackenroth, seconded by Kathryn Griffith, and passed by a unanimous vote of the board.
2. Birthday Celebrations: The group discussed discontinuing birthday cakes to offset the increased gift card cost, particularly at the Upper School where they pose logistical challenges. A final decision on how to handle birthday treats was deferred to the officers to decide over the summer.

3. Welcoming New Teachers: A suggestion was made to welcome new teachers. PSO plans to provide food for one of the teacher training days in July.
- D. Budget Surplus and Capital Investments
1. The officers discussed using the budget surplus for capital investments on both campuses, with a potential allocation of up to \$10,000 per campus.
 2. Lower School Gym/MPR Improvements: A significant need for sound dampening in the Multi-Purpose Room was identified.
 - a) A motion to fund sound paneling, protective wall mats, and recently installed tack strips (~ \$10,000) was made by Shamain Webster, seconded by Kathryn Griffith and passed by a unanimous vote of the board.
 3. Middle School Car Line Area: A significant mud problem where students stand was discussed.
 - a) Potential solutions like turf (quotes from \$8,000 to \$23,000) were considered. The group tabled a funding decision to await a response from the Home Office on a submitted proposal to sod the area.
 4. High School Teacher Space Improvements: The group decided to earmark a similar amount of funds for future improvements to the High School.
 - a) Possible improvements to teacher workrooms and kitchen/lounge, aiming to create more welcoming and hospitable spaces.
- E. Upcoming Events and Planning
1. Used Uniform Sale: The sale is scheduled for the middle school MPR on Friday, June 19th (6-8 PM) and Saturday, June 20th, 2026 (9-11 AM).
 - a) The group discussed but did not resolve whether to bulk-purchase inventory from a Dennis Uniform liquidation sale.
 2. Meet the Teacher:
 - a) August 6th and 7th, 2026. The PSO will coordinate to be present at all events.
 3. Watermelon Social:
 - a) Monday, August 10th, 2026.
 - b) Sidewalk chalk art for kids to write messages to teachers is also being considered.
 4. Spirit Night: The first spirit night, typically at Spring Creek Barbecue, will be moved from August to September to avoid parent fatigue. Kathryn will submit the request on July 1st for a date in September (likely the 9th-10th or 23rd-24th).
- F. Administrative and Logistical Updates
1. August PSO Board Meeting: The meeting will be scheduled for a Thursday in late August or early September (August 20th or September 3rd proposed) to avoid conflicts.

2. PSO Handbook: A simplified draft of a new PSO handbook (SOP), separate from the bylaws, is under review. It focuses on core procedures and will be voted on at the first Fall meeting or via email over the summer.
 3. Parent Data Access: A request was made to grant parent data access by August 1st, 2026, to upload to the Constella app before "Meet the Teacher."
 4. Financial Items:
 - a) A check for leftover funds from "High School Musical" will be given to the Upper School.
 - b) Any leftover athletics funds will be sent after the Athletics Banquet.
 - c) The PSO will provide cookies for the 5th-grade promotion ceremony.
- G. Appreciation and flowers presented to the outgoing officers
1. The administration expressed deep gratitude to the outgoing PSO board members, calling them essential "unpaid employees" whose servant leadership is a model for the community. Their contributions, including the success of Teacher Appreciation Week and the revival of Autumn Fest, were highlighted.
- H. The board officially nominated officers for the next school year:
1. Upper School President: Paulina Moreno (accepted)
 2. Upper School Vice President: Shamain Webster (accepted)
 3. Lower School President: Ms. Claire Arthur (accepted)
 4. Secretary: Gina Raab (accepted)
 5. Co-Treasurers: Nate and Amy Mackenroth (accepted)

Meeting Adjourned at 9:09 am by Amy Mackenroth.