



Kyrene de los Cerritos Leadership Academy

PTO General Meeting Minutes

Date: 2/17/2015

Call to Order: An Executive Board Meeting of the Kyrene de los Cerritos Leadership Academy was held in the Media Center on February 17, 2015. The meeting convened at 7:02p, with President presiding Shannon Smith and Amy Perciballi as Secretary.

Members in Attendance: The following members were present: Shannon Smith, Jessica Harris, Amy Perciballi, Tracy Jelenik, Jane Miller, Jenn Metzger, and a quorum was present.

Minutes: Minutes of the 11/17/2014 meeting read and accepted.

Officer's Reports

President: Shannon Smith: The Dance Party will be held from 5-7pm and have a 1980's theme with Mr. G as the DJ. Volunteers are still needed help with the evening and can also add song requests to Signup Genius when they sign up to help. Pizza, water, and popcorn will be for sale and the book fair will be open for shopping.

Vice President: Jessica Harris: The Book Fair preview will be held this week on Thursday and Friday, with regular sales next week, ending with the Dance Party. Volunteers are still needed to help. Event Planning forms from the Fall and Winter need to be completed by February 20. These forms help volunteers and chairpeople next year by providing information about the event. Christina Carter has agreed to be the new Volunteer Coordinator.

Secretary: Amy Perciballi: Water and Ice is the FDN for the month of March.

Treasurer: Tracy Jelenik: The budget is now in a format that is easier to read. Tracy presented the new format and showed the benefit of being able to locate and identify items quickly. District printing costs are higher than expected and the board will need to vote to reallocate funds. The pumpkin walk spent it's entire budget but did bring in some money.

The following changes to the budget were proposed: Eliminate \$500 for Dad's club and use the money for teacher grant checks. Consolidate art, music, and PE money as a

single pod. Move Staff Appreciation money into the Hospitality section. Increase classroom grants from \$6000 to \$6500. Increase Staff Meeting Principal Requests to \$1500. Transfer the \$2000 allocated for the Health Office to funds for Office Supplies and Printing. Health and Safety money will be used to cover Health Office needs. Increase the Software fee from the current \$200 to \$350.

Jane Miller moved to adopt the new budget format and accept the fund allocation changes as presented. The motion was seconded and approved.

Communication: Jane Miller: The Beep Beep will be going out this week. Jane asked all in attendance to "Like" the Cerritos Facebook page. The calendar is up to date on the PTO website. Teachers have submitted lists for EPI supply kits for the 2015/2016 school year and EPI has quoted prices between the desired price point of \$30-\$40 per kit. In addition, they offer a 6% discount, \$200 in free product to use for extra supplies, and one free kit per grade level. The request will be put out to bid to other vendors since EPI will price match the lowest price given. Kits will be ordered after spring break and any remaining credit will be used for teacher supplies.

Regarding communications to parents of incoming Kindergartners for next year: An orientation will be held for new parents and they will also receive a phone call inviting them to the Spring Carnival. New families will get a Welcome packet.

Hospitality: Jen Metzger: Dinner will be offered to teachers on both nights of parent conferences. The Bulletin Board Committee will be extended through the end of the year on Signup Genius. The PTO will provide a raffle basket for the Spring Carnival and ideas will be discussed after the meeting. Jen will register the PTO to participate at Transportation Day at God's Garden. There is a \$50 fee to set up a table and a \$50 fee to put materials in bags that will be distributed to all attending.

Old Business:

Yearbook: Gen Kennedy: Pictures are still needed from classrooms for the yearbook. The cover art has been selected from 28 entries submitted by students. There are nearly 300 yearbook orders placed at this time.

20th Anniversary Courtyard Project: Shannon Smith: The goal for the garden is to make it accessible for classrooms to garden in the space. Kurt Havens, a district

approved landscaper, is currently creating renderings. Work on the garden will start after the Dance Party.

New Business

PTO Board Elections: Shannon Smith: All PTO positions are open for the 2015/2016 school year and elections will be held at the next General PTO Meeting on April 14, 2015.

Spring Carnival: Shannon Smith for Amy Huffman: The Spring Carnival will be held Friday April 10, 2015. Big Swings have been added as a ride and Shannon is looking into having food trucks. There will be a silent auction as well as a raffle for gift baskets. Vendors will be set up outside and the silent auction and cake walk will be held in the MPR. Any interested vendors or sponsors can email the carnival email.

Recess Equipment 2015/2016: Shannon Smith: In October 2014, the PTO purchased \$400 worth of playground balls and equipment for all students to use at recess. As of February 15, 2015, there were none left and the PTO purchased \$400 worth of equipment again. It is being asked that teachers and parents remind students to maintain and respect all equipment.

School Sponsored Events: Shannon Smith: It was suggested that communication remain open between the staff, teachers, and PTO for any school sponsored events in order to facilitate staffing volunteers needed to help at these events.

Announcements

The next meeting is a Board Meeting on 3/17/2015.

Immediately following adjournment, Principal Darcy DiCosmo will explain the effect of budget cuts for the upcoming school year.

Meeting Adjourned At: 8:00pm

Minutes Compiled By: Amy Perciballi

The foregoing minutes were approved by the Executive Board on 3/17/2015.

Amy Perciballi

_____, **Secretary**