



PTO Executive Meeting Minutes: August 21st, 2024

- I. CALL TO ORDER**
 - a. Maria Fong called meeting to order at 5:42pm.
- II. ROLL CALL-5:43pm.**
 - a. Present In-Person
 - i. Maria Fong, President
 - ii. Cait Bennink, approved Programs Chair during meeting.
 - iii. Andrea Hickman, Recording Secretary
 - b. Present On-Line via Microsoft Teams
 - i. Irene Najera, Vice President
 - ii. Ashley Vasquez, Fundraising
 - iii. Erin Pedrin, Volunteer Coordinator
 - iv. Jackie Rejon, Treasurer
 - v. Claudia Carballo, Historian
 - vi. Mrs. Galang, Teacher
 - vii. Mrs. Mangosing, Teacher
 - viii. Mrs. Ogas, Teacher
 - ix. Mrs. Gracia, Assistant Principal
 - c. Not Present
 - i. Berenice Sanchez, Membership Chair
 - ii. Bianca Perez, PTO Parliamentarian
 - iii. Patty Carrion, Corresponding Secretary
 - iv. Lladira Espinoza, Corresponding Secretary Co Chair
- III. REVIEW AND APPROVE MEETING MINUTES FROM 8/7/24-5:46pm**
 - a. Maria motioned for this to be approved at the next board meeting.
 - b. Andrea seconded motion.
- IV. EXECUTIVE BOARD MEMBERS: APPROVE NEW MEMBER-5:47pm**
 - a. Programs Chair
 - 1. Cait Bennink
 - 2. Approved
- V. REVIEW AND APPROVE MASTER PTO Budget-5:51pm**
 - i. The budget was proposed, and Maria discussed/explained each line of the budget.
 - 1. The theme of the membership drive is going to be the “PTO ERA” with different membership levels.
 - 2. There will be three movie nights this school year.

3. Discussion regarding Chalk Festival funds, specifically the videographer/photographer fee of \$250.
 - a. A member proposed each event presents budget at PTO Meetings for proposed purchases to be reviewed.
4. Discussion to increase Sports Support budget and prioritize student teams over staff softball team.
5. Dine Out Hawks will be rotated every month between the PTO and 6th Grade Fundraising.
6. Box Tops was left on the budget as \$0 because the amount is unknown. With the switch to digital instead of brining in the box tops into the school there has been less participation.
7. Discussion was held regarding Grade Level Curriculum distribution of funds.
 - a. A new way to divide the curriculum budget was proposed (total amount divided by each teacher), and Maria will take this suggestion to Mr. Romo before the next PTO meeting.
8. Maria asked board members to brainstorm ideas for a potential fundraising goals-new playground, electronic board, computers for 2nd graders.
 - ii. It was motioned for the budget to be approved at the next PTO Meeting.

VI. NEXT MEETING

- a. Date/Time TBD, but it will be held the week of August 26th.

VII. MEETING ADJOURNED

- a. 6:55pm.