



PTO Meeting Minutes: September 11, 2023

I. Call to order

Maria Fong called meeting to order at 5:39pm

II. Roll Call

A. Present In-Person

Ashley Vasquez, Fundraising
Gilda Farias, Recording Secretary
Maria Fong, President
Irene Najera, Vice-President
Jackie Rejon, Treasurer
Monica Sigarroa, Programs
Claudia Carballo, Volunteer Coordinator Co-Chair

B. Present On-Line

Alana Hammer, Membership
Marcela Ahumada, Historian Co-Chair
Sally Mangosing, Teacher
Dr. Schnitzer, Associate Principle
Jessica Appleget, Parent

C. Not present

Monica Meza, Volunteer Coordinator
Diane Atienza, Membership Co-Chair
Erin Pedrin, Fundraising Co-Chair
Bianca Perez, Parliamentarian
Patty Carrion, Correspondence Secretary
Deborah Aguila, Programs Co-Chair
Sonja Ortiz, Historian
Sherri Ogas, Teacher

III. Action Items

- A. Last Meeting Minutes Approval
 - 1. Passed
- B. Bylaws revision emailed to board members.

IV. Principal's Report

- A. Thank you for Bingo Night.
- B. Slime Day is on Friday.

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- C. Looking forward to campout

V. Budget Report

- A. Secured January date for APEX Run with deposit
- B. Membership raised \$13K. Does not reflect parent donation with SDGE incentive (\$3K). Alana will update when donation is received.
- C. Spirit wear sales \$1,265. Order submitted.
- D. Yearbook sales \$290
- E. Insurance has been renewed
- F. Filed 2022-2023 taxes. Paid extra \$200 to CPA for retrieval of tax documents to clear delinquency with State DOJ. We are in good standing now.
- G. Comment from Gilda: Need to maintain positive control of tax filing records. Requested authorization from Dr. Schnitzer to take over empty filing cabinet in storeroom in the office.
 - 1. .Approved
- H Comment from Marcy: Yearbook is close to \$1K in sales

VI. Round Table

A. Membership Drive

- 1. Raised \$16K, waiting for one check from donation through SDGE (\$3K). About same number of donors as last year, only difference was higher dollar tiers. \$4,500 came from 5 families. For next year the proposed membership drive should not be higher than \$10,000.
- 2. Homework passes went out last week. The slimming event will happen Friday 12:30pm at the blacktop.
- 3. . 36 students were VIP. Working on Special Offerings for VIP families during School Events like reserved parking spots. If anyone has ideas on special offerings for VIPs let Alana and Diane.

B. Bingo Night

- 1. 200 attendees
- 2. Lots of fun.
- 3. Maybe doing one bingo card per kid instead of per family. Just consider that we'll have multiple winners per game.

C. Campout

- 1. We have half the volunteers needed. Please sign up to help.
- 2. Setup starts at 12:45pm. Campsite registration starts at 3:30pm
- 3. Food and DJ ready by 5pm

4. Two entrances for check-ins: by 6th grade for day campers; down the driveway for night stay
 5. Everything is going to be ticket based
 6. We need a Game Host
 7. Light out at 10pm
 8. Need help for morning shift. Nitro Monkey for coffee
 9. Request High School volunteers (5-10 people)
- D. Book Fair**
1. Setup starts tomorrow after school starts.
 2. Thursday is a full day. Full force next week. Will close daily at 2pm
 3. Friday open until the end of school to prep for campout.
- E. Ace Awards**
1. Have stickers and buttons on order.
 2. Need to know how many students will be getting Perfect Attendance. Stickers and pencils will be delivered to the classroom. Names will just be announced per class.
 3. Have spent \$198 from the budget (\$74 for 250 stickers and \$124 for the buttons)
- F. Spirit Wear**
1. We offered staff cost prices. We got a lot of staff orders. \$1K of out budget accounts for staff orders. Total \$2,975 for all preorders and 10 of each shirt size
 2. Will not be ordering sweatshirts.
- G. Plant Sale**
1. Otay Ranch One Association is having a plant sale and is donating the proceeds to our school. The event will be October 14th from 11-3pm at Wisteria Park

V. Next meeting

- A. Wednesday October 11th @ 5:30pm.

Meeting adjourned at 6:26pm