

## Linwood Howe PTA MEETING

September 7, 2023

**Present:** Anna Dembs, Ruth Ann Arbuckle, Lucy Berlin, Katie McNayr, Mario Cueva, Kim Sadler, Hedi Hunter, Joshua Cohen, Sara Jones, Ann Ysaguirre, Clare Norris-Bell, Christine Zembal, Drew Fansler, Angela Izuel, Negin Kamali, Elaine Delacruz, Paulo Delacruz, Emily Sacchetti, Emma Smizik, Laura Minnix, Jen Chyi, Adam Fingerhut, Monica Franco, Shivani Shankla, Jeremy Diller, Diana Diller, Kevin Seldon, Liz Stemper, Cody Ryder, Zac Ryder, Chris Pearson, Amy Lines

**Excused absences:**

**1. Call to Order:** The meeting was called to order at 6:09 p.m. President Anna Dembs presiding.

**2. Approval of Minutes:** The minutes from the June 1, 2023 meeting were approved.

### **3. Counselor Report - Ms. Lizotte**

- Ms. Lizotte is the new full time school counselor. She is new to Lin Howe, but has been in the district for over 10 years.
- She will be in each class once a month, with themed classroom visits each month.
- She is also starting small groups for students, as well as individual counseling.
- She will have a Mental Health Spirit Week. Her goal is to build community for all children at Lin Howe.

### **4. Principal's Report - Mr. Chabola**

- Mr. Chabola welcomed the new staff members to Lin Howe.
- He thanked the PTA for the welcome lunch on 8/22/23.
- There are new safety doors - another layer of glass will be added to complete them. Mr Chabola reminded everyone that we are a secure campus, not a closed campus.
- New conference room/parent resource room with computers and printers for families. Will discuss what else should be included in the room with the PTA.
- Back-to-school day this morning was very successful with approximately a 90% attendance rate. 3rd - 5th grades will be tomorrow.
- Hispanic Heritage Month information was sent out and will be the theme this month. Next month is Disability Awareness Month.
- Volunteers are needed for valet and for lunch duty, especially for the younger grades lunch (11:35am - 12:20pm). Volunteers are especially needed on Mondays and Tuesdays. You must be a cleared volunteer to volunteer on campus during school hours. Live Scan can be done through CCUSD to be a cleared volunteer.
- Mr. Chabola would like to see social events for families to get together - this was a request from the survey done last year of Lin Howe families. It would be great to have a social chair for each grade.
- He introduced WIN time ("What I Need" time) - a 30 min block set aside each day for teachers to do small group work with students.
- There will be an upcoming Coffee & Chat with Mr. Chabola, which will focus on the search to fill the Assistant Principal position.
- Dragon Diary - will be sent out on Fridays. It is able to be translated into 97 languages. Please send anything that needs to go in to Mr. Chabola by Thursday. Please send any flyers in JPEG format.
- Fitness Challenge - The school did a fitness challenge last year and we will plan to do another challenge this year.

## 5. Teacher's Report - Ms. Natoli

- Thank you to the PTA for the welcome lunch and for the teacher funds.
- New conference room - suggested a library or shelf to exchange books.
- School beautification day - it would be great to paint the bookcase in front of the school.

## 6. President's Report - Anna Dembs

- Main goal of the PTA is to support the teachers.
- PTA Meetings will be the second Thursday of each month.
- Join the Facebook group.
- Trying to utilize the PTA website more - LinHowePTA.com
- Cleared volunteers – volunteer at school during school hours and go on field trips
- Looking to fill a number of PTA positions:
  - Winter Wonderland Chair
  - Honorary Service Awards Chair
  - Social Chair
- Upcoming Events:
  - Back to School Days: 9/7/23 and 9/8/23
  - Coffee at the Steps: 9/28/23 after dropoff
  - School Picture Day: 9/12/23
  - Family Fun Night: 9/30/23. Gates will open at 6pm, with the movie at 7pm. The movie will be The Super Mario Brothers Movie.
- Assemblies – Motion to increase the assemblies budget by \$525 from the President's Discretionary fund to keep all planned assemblies. Motion passed.
- November PTA Meeting – Motion to move the November 9<sup>th</sup> meeting to November 2<sup>nd</sup> at 6pm. Motion passed.

## 7. Financial Report - Kim Sadler

- **Treasurer's Report:** Opening balance of account #6970 on 6/1/23 was \$118,718.64. Total disbursements were \$19,261.00, so closing balance was \$99,457.64. Account #1494 - opening balance on 6/1/23 was \$30,642.99. Total deposits were \$738.85, so closing balance was \$31,381.84.
  - **Motion:** Kim moved to approve checks #2226-2255. Motion approved.
  - **Motion:** Kim moved for approval to write checks until the next PTA meeting. Motion approved.

## 8. Committee Reports

- **VP of Communications (Emily)** - Facebook posts on Sunday. Will link to Dragon Diaries and will also highlight important announcements. For Dragon Diaries, please send anything to Emily by Wednesday and she will send to Mr. Chabola on Thursday.
- **Membership (Laura)** – Posts, posters, and emails about membership are happening. There will be a formal membership drive coming up. The PTA will be giving out t-shirts if folks donate additional funds with their membership.
- **Spirit Wear (Megan)** – Megan will be selling spirit wear at Family Fun Night.

- **Yearbook (Lucy)** – Working on forming a 5<sup>th</sup> grade committee to get 5<sup>th</sup> graders involved in creating the yearbook.
- **Fundraising (Emily & Angela)** – Switched to Raise Craze last year for the school fundraiser. Goal is to raise \$100,000 and do 1,000 acts of kindness during this year’s fundraiser. This will be the only fundraiser of the year.
- **Equity Committee (Clare)** – First equity committee meeting will be scheduled soon and will be announced in Dragon Diaries. The first meeting will be brainstorming activities for the year.
- **Special Education Committee (Gabby & Hedi)** – This committee aims to support the families of kids with additional needs. Open to suggestions about how to best serve families. There will be a gathering on 9/12 for parents and caregivers. October is Disability Awareness Month. Looking for parents to sign up to read books in the classrooms. Looking for help with the window outside the office.
- **Book Fair (Sara & Katie)** – There will be two book fairs - one in the fall and one in the spring. The first book fair will be 10/23-10/27/23.
- **Dragon Wagon (Emily & Brendan)** – Will start 9/15/23. Meet at Carlson Park at 8:10am, meet at 8:20 at Ince and Lucerne. 10/4/23 is International Walk to School Day – will meet at City Hall and then walk to school from there. There are scan tags for Dragon Wagon participants, and Mr. Chabola will use an app to pick a random number to determine winners. Winners get to pick a prize from the prize box.
- **Green Team Lead (Jen)** – Trying to move the garden to behind the staff parking lot. Going to clear out the current garden and grow lettuce to be used for the students. 10/7/23 is School Beautification Day. The Green Ambassadors program will also be starting up again this year. Parent volunteers work with 1-5<sup>th</sup> graders once a month and, at the end of the year, do a field trip and a party. The process for Green Ambassadors will be coming shortly. Maya will be working on the lost and found.
- **CCEF Ambassador (Emily, Shivani & Raaj)** – Emily, Shivani, and Raaj are liaisons between the foundation and the school. There was a meeting last week to discuss the ambassador program with CCEF. Liaisons will be sharing relevant CCEF information. There is a matching donation program with Ting today for up to \$2,500. There is also a partnership with Total Wine and More - 9/14-9/17/23 10% of the proceeds will go back to the school district..
- **Family Fun Night (Marni)** – 9/30/23 is Movie Night. Planning a dance party at the end of the year.
- **Reflections (Parrish)** – Will be sending out information and will also send home paper flyers with students. Looking for help with organizing the art. This year’s theme is “I am hopeful because...” The submission date is in October.
- **5th Grade Committee (Emma)** – Working to put together a committee for all the 5<sup>th</sup> grade events/activities.
- **Staff Support & Appreciation Committee (Angela & Katie)** – Welcome back lunch for teachers and staff on 8/22/23 from Wrapstar. Please thank Wrapstar for their support. The committee will put on events for teachers monthly and during teacher appreciation week.
- **Room Parent Coordinator (Melissa)** - An email will go out to all room parents with roles and responsibilities. All information for room parents will go through Melissa.

## 9. Announcements/New Business

- The girl scout troop is donating their time for babysitting during the PTA meeting tonight. They accept tips for babysitting to be used for girl scout activities. The PTA donated Pizza.

- Picture Day is on 9/12/23. Ordering will happen online. Paper order forms will also go home with students.
- Valet and Dragon Wagon Update – TK and Kinder can be dropped off on the Irving Place side of the school if needed.
- Interim Superintendent – Please get involved in selecting the new superintendent.

**10. Adjournment:** The meeting was adjourned at 7:15 p.m.

Emma Smizik  
Recording Secretary

\_\_\_\_\_ date adopted as printed

\_\_\_\_\_ date adopted as corrected