



**Linwood E. Howe PTA Meeting
October 9, 2025**

Present: Kim Sadler, Lucy Berlin, Rachel Rogers, Anna Dembs, B. Johnson, Mayra Marentes, Joqueela Holms, Elaine Delacruz, Kevin Seldon, Emma Smizik, Christie Nittrouer, Emily Reyes, Fei Krelle, Tara Prescott, Rachel Martin, Gina Zbikowski, Jen Chyi, Mike Munson, Alicia McCullough, Mr. Chabola and Ms. Natoli

Excused Absences:

1. Call to Order: The meeting was called to order at 6:04 pm. President Jennifer Chyi presiding
2. Approval of Minutes: Approved
3. Principal's Report: Mr. Chabola
 - a. Thank you to everyone that volunteered for the book fair; Raise Craze is coming up.
 - b. No school on Monday, November 3rd - mark your calendars.
 - c. He is working with the district office to add more aides for the SDC classrooms.
 - d. Thank you to Ms. Diamond for the sensory room; there will be training for both teachers and aides to help with sensory needs. Pictures will come in Dragon Diaries.
 - e. There will be the Great Shake Out on 10/16/2025 at 10:16 am for earthquake and fire drills.
 - f. Thank you to Kristen and all others for aid donations.
 - g. The district is asking for Lin Howe to do school tours earlier in the year now.
 - h. It was great to join the AAPI picnic - thanks to who joined.
 - i. Without Mr. McCullen, Mr. Chabola has to do 104 IEPs plus 504s; this used to be split with the assistant principal. Every year, there is an annual IEP, then a tri-annual meeting every three years, plus new students with IEPs. You must have an administrative credential in order to do an IEP.
4. Teacher's Report: Ms. Natoli - No Report
5. President's Report: Jennifer Chyi
 - a. Thank you to Marnie for the Family Fun Night; great turnout.
 - b. Thank you to Emily and Katie for the book fair and anyone who wants to help them in the afternoon, they need help taking it down from 4:30 pm to 6:30 pm.
 - c. If you are planning any event on campus, it must be reserved in an online system with more than two weeks notice.
 - d. School beautification is being changed to Saturday, 10/25/2025 from 1:00 pm to 4:00 pm.
6. Financial Report: B. Johnson
 - a. **TREASURER'S REPORT**

The Treasurer's Report was run from 09/04/2025 to 10/08/2025. The opening balance of account ending #6970 was \$28,311.44. There were deposits for \$23,469.51 for the 5th Grade Committee, general donations, school pictures, Farm Fresh to You, and yearbook. Most of the deposits were for 5th Grade Committee. There were disbursements for \$17,799.76 consisting primarily of payments for field trips, programs and assemblies, staff appreciation, movie licensing, and teacher reimbursements. With disbursements, the closing balance as of 10/08/2025 is \$33,981.19.

There is a discrepancy of \$2249.18 between the opening balance of this Treasurer's Report and the closing balance of the last Treasurer's Report, dated 09/03/2025. This discrepancy is due to a check for \$2250 that was written to pay an outstanding debt for sweatshirts for last year's fifth graders and a \$.82 test deposit that was made on 09/03/2025.

The opening balance of account ending #1494 was \$124,512.07. There were deposits totaling \$217.75 for membership dues and a test deposit. The ending balance as of 10/08/2025 is \$124,729.82.

Both accounts were reconciled for August and September of 2025.

b. BUDGET TO ACTUAL

The Budget to Actuals report was run from 07/01/2025 to 06/30/2026 yesterday. Year to date, there was \$24,542.33 in income from 5th Grade Committee fundraising, membership dues, general donations, and spirit wear and yearbook sales. Year to date there was \$20,314.82 in expenses. The majority of these expenses were for Field Trips and Assemblies, Teacher Reimbursements, Custodian Reimbursement, and Fall Family Fun Night.

c. MOTION

- i. B. moved to approve checks #2676 through #2698 for a total of \$17,799.76 on this year's budget and \$2,250.00 on last year's budget. Motion passed.
- ii. B. moved to allow himself to write checks until the next PTA meeting. Motion passed.
- iii. B. moved to transfer up to \$100,000 from the account ending in #1494 to the account ending in #6970 to cover upcoming expenses. Motion passed.
- iv. B. moved to adjust the Budget line items for both the Fifth Grade Committee Income and the Fifth Grade Committee Expenses to \$22,052.31 to reflect the amount that has been deposited so far from the Fifth Grade Committee's fundraising. Motion passed.

7. Committee Reports

a. Fundraising: Kristen Cruise

- i. Raised the question to possibly move Raise Craze to January after the holidays (next year).
- ii. There is a PTA spreadsheet with a sponsorship packet to ask for both Raise Craze and Teacher Aides.
- iii. Raise Craze starts on Monday, real goal is \$90k, volunteer sign up for 10/13 and 10/20, emailed through the room parents, haven't emailed the Leads spreadsheet yet. Must be a cleared volunteer.
- iv. Save the Date – slime on November 7th in the morning and then November 14th for the Kona Truck

b. Equity Committee: Fei & Mayra

- i. Mid autumn festival was on Monday; Latino heritage month wrapping up 10/15; any feedback on why not that many people showed up.
- ii. The last day of bingo is 10/15; Next month is native American heritage month; will be posted on Zoom. Try to send it via room reps for the next one; **MUST BE CLEARED**;
- iii. Rachel said check with the teachers first for the reading; Natoli said that the teachers could make room for 15 minutes for reading, can we add more things about more cultural items, here's a link and here are the books, more crafts, room parents should communicate with the teachers,
- iv. Kevin mentioned to use a Master Excel sheet that lists major holidays for a resource

c. Special Education Committee: Alicia & Alex - board for disability awareness month; book list; meet in 3rd Thursday for the month, it could be also for friends,

d. Dragon Wagon: Emily & Brendan - Starting new scan codes.

e. Family Fun Night: Marni - No Report

f. Spirit Wear: Larissa & Mike

- i. Smaller percentage of net proceeds; there was a change in terms of how the spirit wear is sold; great quality and style; create the design with control of the quality, but instead a broader selection
- ii. Spoke with Rachel to see how the communication should be to tell them
- iii. Ms. Natoli – the best way to get more spirit wear purchased is for more people to wear spirit wear; Spirit wear wear day; small company, thanked Mike for the order, when there are problems, they are committed to correct it, send it to Mike, Mike will forward it to the company. It may vary from print to print.

g. Audit: Josh - No Report

h. Green Team: Jen, Sara, Maya – green ambassadors started this week; classes come for salad parties..

i. Reflections: Parrish – No Report

j. 5th Grade Committee: Lucy & Sara - The 5th grade committee will be at the Art & Roll on the 18th – will have a booth; Spooky dance is \$5

k. Social Chair: Kevin

- i. Possibly first parents night out at Ugo; option 1: show up and take over the lounge but have other people in public; option 2: take over the lounge entirely and get a percentage on a Sunday, Monday or Tuesday; Kevin will choose the day.
 - ii. Kevin also suggests a golf course fundraiser maybe with fundraising efforts with Kristen.
 - iii. He is also trying to create an official format for gathering emails to communicate with parents.
- l. Backpack Committee: Julie – No Report
- m. CCEF Ambassadors: Shivani, Raaj, Diana, Becky, Jess, Mike – No Report
- n. Talent Show: Jen – No Report
- o. Staff Appreciation & Support: Angela – No Report
- p. Yearbook: Lisa – No Report
- q. Winter Wonderland: Christine – No Report
8. Announcements/New Business
9. Adjournment at 7:07pm

UPCOMING EVENTS

- Spooky Dance sponsored by 5th Grade - Friday, 10/24 6-8:30pm
- School Beautification Day - Saturday, 10/25 1-4pm

PTA MEETINGS 2025-2026 School Year

- Thursday, Nov. 6
- Thursday, Jan. 8
- Thursday, Feb. 5
- Thursday, Mar. 12
- Thursday, Apr. 9
- Thursday, May 7
- Thursday, June 4