

## Linwood Howe PTA MEETING

November 2, 2023

**Present:** Anna Dembs, Joshua Cohen, Emma Smizik, Kim Sadler, Shivani Kapur Shankla, Sara Jones, Hedi Hunter, Amy Lines, Emily Sacchetti, Lindsey Contendo, Christine Zembal, Kristen Cruise, Katie McNayr, Parrish Walsh, Marni Kinrys, Marion Cueva, Jen Chyi, Gurmeet Wadhwa, Satpal Wadhwa, Clare Norris-Bell, Wendy Natoli

**Excused absences:**

**1. Call to Order:** The meeting was called to order at 6:10 p.m. President Anna Dembs presiding.

**2. Approval of Minutes:** The minutes from the October 12, 2023 meeting were approved.

**3. Principal's Report - Mr. Chabola (Ms. Natoli reporting on behalf of Mr. Chabola)**

- Thank you for the ofrenda - it's beautiful.
- Thank you for Raise Craze.
- Hopeful for the Assistant Principal in the next two weeks.
- Great turnout for the Halloween parade.
- No school on Friday, November 10th.
- Report card conferences in December.
- Questions for Mr. Chabola (Ms. Natoli will bring questions to Mr. Chabola):
  - TK construction
  - OCD pick up parking issue

**4. Teacher's Report - Ms. Natoli**

- Raise Craze was awesome. Would like to know how much teachers will get for their classroom use from the fundraiser (when that information is available.)
- Thank you for the staff t-shirts.

**5. President's Report - Anna Dembs**

- Raise Craze was wonderful - thank you! Thank you to Mr. Chabola for letting us silly string him.
- The book fair was great, and the decor was amazing.
- The ofrenda is gorgeous, and we hope this is something we can do every year.
- No school on Friday, November 10th.
- Thanksgiving break November 20th-24th.
- Coffee at the Steps - November 30th.
- Winter Wonderland - Saturday, December 9th.
- Winter Break - December 25th-January 5th.
- No PTA meeting in December.

**6. Financial Report - Kim Sadler**

Regarding the Treasurer's Report run from 10/12/2023 to 11/01/2023, the opening balance of account ending #6970 as of 10/12/2023 was \$84,558.64. The variance between the ending balance from the last report ending 10/12/2023 to the beginning balance from this report is due to adding one Square deposit for \$956.89 for spirit wear on family movie night on 10/02/2023. There was one in person deposit made by Hope for \$1,080.55 primarily consisting of the 5th grade committee movie night sales and a check for yearbook that was allocated to the prior fiscal year. Total disbursements were \$6,879.08. \$2,918 of that was Raise Craze fundraising expenses, \$1,788 for teacher reimbursements, \$1,389 for Breast Cancer t-shirts, and \$589 for beautification day. With total deposits and disbursements, the closing balance as of

11/01/2023 was \$78,760.11 and the October 2023 bank reconciliation for account ending #6970 has been reconciled.

The opening balance of account ending #1494 as of 10/12/2023 was \$74,655.99. The variance between the ending balance from the last report ending 10/11/2023 to the beginning balance from this report is due to timing for one Raise Craze deposit on 10/11/2023 for \$6,728.29. There were direct deposits from Raise Craze via Stripe in the amount of \$54,917 and \$218 for Totem Membership. The ending balance as of 11/01/2023 was \$129,790.98 and the October 2023 bank reconciliation for account ending #1494 has been reconciled.

### **BUDGET TO ACTUAL**

Regarding the Budget to Actuals report from 07/01/2023 to 06/30/2024 with the report run on 11/01/2023, of the \$140k budgeted for income, there has been \$103k (so 74%) received in the bank where Raise Craze accounts for \$97k of the \$103k. Of the \$202,000 budgeted for expenses, there has been \$30k of expenses paid out (so 15%).

- **Motion:** Kim moved to approve checks #2288-2299 for a total of \$6,879.08. Motion approved.
- **Motion:** Kim moved for approval to write checks until the next PTA meeting. Motion approved.

### **8. Committee Reports**

- **Spirit Wear (Anna)** – There will be a spirit wear sale on November 16th and 17th - one day on each side of the school. It will be advertised before, and we will be able to accept ApplePay. We will also sell at Winter Wonderland.
- **Fundraising (Emily & Angela) – Raise Craze** - As everyone knows, Raise Craze ended a couple weeks ago. We had 90% of students registered and participating this year, which is amazing. The students completed 2,352 acts of kindness and we raised \$117,000. We kept 95% of that with a net to Lin Howe of \$111,700. For those new to the school, fundraisers we've used in the past have kept more like 40% of what we raise, so being able to keep this much is amazing. The Kona Ice Truck came to school on Monday for our final celebration and every kid got a shaved ice cup, which was a big hit. The biggest hit of all was Silly Stringing Mr. Chabola last month - the kids absolutely loved it. Huge thank you to Mr. Chabola for being such a good sport and being up for anything every year! **Pies** - Raise Craze is our only big fundraiser for the year but we'll have a few little things here and there that pop up including one happening right now at Super Domestic. You can go into any Super Domestic location and order your Thanksgiving Pies, and they'll donate the proceeds back to the Culver City school of your choice. They have pumpkin, apple and cherry pies for \$35 and bourbon pecan pies for \$39. Details on ordering will be in the Dragon Diary tomorrow posted on Facebook. They sell out every year so make sure to order soon!
- **Equity Committee (Clare)** – The committee put together the Ofrenda. Thank you to everyone who helped! Next meeting is 11/27 at 6:30pm on Zoom. We will be brainstorming what we will be doing next semester and discussing how to connect parents with the cultural assemblies we are doing.
- **Special Education Committee (Gabby & Hedi)** – Great month. Thank you to everyone who came and did readings! There have been two assemblies and there is one more next week. There will be a district-wide playdate on 12/10 - more information will go out soon.
- **Book Fair (Sara & Katie)** – Very successful book fair. 30% of the profit (\$4,468) goes back to our library. There were 35 junior helpers from 5th grade, and lots of volunteers throughout the week. Every child got a book - thank you to the families who donated. The decor was incredible - thank you to Marion and everyone who helped! The next book fair will be in the spring.

- **Reflections (Parrish)** – This year there were 19 submissions (there was only one 1 last year). Thank you to the volunteers who went to the classrooms to brainstorm with students. There will be 5 winners who will go on to the district to be judged. Parrish would like to purchase trophies and give out certificates to all participants. There is \$500 available in the Reflections budget. We are planning to display the submissions in the front entryway display case. The judges will judge the submissions, and the winners will be announced and celebrated. Parrish will reach out to Mr Chabola about celebrating the winners at the November 15th PRIDE assembly.
- **5th Grade Committee (Emma)** – The committee is meeting on Monday, November 6th at 7pm on Zoom.
- **Staff Support & Appreciation Committee (Angela & Katie)** – We are giving the teachers and staff t-shirts and letting them choose their designs. Teachers are very excited. There will be a taco truck in December. We would like to try having each grade bring in snacks for the teachers/staff for a month - Angela and Katie will organize and put out the snacks in the staff break room.
- **Winter Wonderland (Christine)** - Winter Wonderland will be held Saturday, December 9th from 4-7pm. The craft will be decorating picture frames. There will be a step and repeat where everyone can take photos. We are looking for someone to take and print photos during the event. The save the date will go out tomorrow, and we will need lots of volunteers to help. There will be a hot chocolate bar, and Christine will look into having the fake snow. Spirit wear will also be sold. We are looking into selling pizza and potentially having the 5th grade committee sell concessions.

**9. Announcements/New Business**

- **Upcoming child care for meetings** - Current girl scout troop will no longer be able to babysit. Shivani will come up with a plan for the next meeting in January. Parrish will ask her troop if they would like to babysit. The PTA provides pizza for the girl scouts, supervising parents, and the children. Anna will reach out to the other school PTAs and see how they handle child care at PTA meetings.
- Next meeting on January 11, 2024.

**10. Adjournment:** The meeting was adjourned at 6:53 p.m.

Emma Smizik  
Recording Secretary

\_\_\_\_\_date adopted as printed      \_\_\_\_\_date adopted as corrected