



**Linwood E. Howe PTA Meeting
September 4, 2025**

Present: Emma Smizik, Rachel Rogers, Elaine Delacruz, Monica Franco, Larissa Tempel, Meghann Lucas, John Humber, Alex Geller, Sarah Wechsler, Alicia Montes, Pamela Tanzillo, Jen Chyi, Kristen Cruise, Kevin Seldon, Amber Iannazzo, Miya Hamilton, Karen Hamilton, Anna Dembs, Josh Cohen, B. Johnson, Mike Munson, Christine Zembal, Sara VanMoorlehem, Wendy Hamill, Mayra Marentes

Excused Absences:

1. Call to Order: The meeting was called to order at 6:06 pm. President Jennifer Chyi presiding
2. Approval of Minutes: Approved
3. Principal's Report: Mr. Chabola
 - a. Thank you to everyone for coming to the meeting, thank you to the PTA, and thank you to our new families who have joined us.
 - b. There was back to school morning this morning and tomorrow morning - thank you to everyone for coming.
 - c. New staff/roles – Alina Zapatero (TK), Amie Eder (SDC TK-K), Polly Liu (SDC 1-2), Kana Nakagawa (3), David Morales (4)
 - d. Thank you for understanding of drop off procedures and valet offering. Please be respectful of the neighbors.
 - e. Picture day is Sept 10 – information coming home with students.
 - f. Due to the heat – they have had indoor PE. Thanks to the TK families and LH families for purchase of pop up canopies and umbrellas.
 - g. Targeted conferences scheduled for Sept 25-26 (early release). Looking for volunteers for lunch duty!
 - h. Teachers ask families for permission to share their emails with Room Parents for communications.
 - i. Independent study – any excused or unexcused absence (to include sick day(s)), contact teacher and request independent study packet. Students eligible to participate for up to 14 school days. The school gets funding for 'students in seats' and completed independent study packets. More information to follow from Mr. Chabola.
 - j. Breast Cancer Awareness Lin Howe shirts to be available in October. This is not a fundraiser. White, Pink and Navy in kids + adults. \$12/shirt.
4. Teacher's Report: Ms. Natoli
 - a. Thank you for the back to school lunch, the PTA money for teachers, 'Mystery Science', and Scholastic magazine.
 - b. Looking forward to another great year!
5. Guest: Wendy Hamill - CCEF
 - a. CCEF is the Culver City Education Foundation that funds districtwide arts & STEM programs at all of the CCUSD schools.
 - b. Work with District leadership to assess programmatic needs for school day academic enrichment.
 - c. They support the Art and Innovation Lab, Music Education, Science Workshops, Theater Arts program, transportation for the 5th graders to Pali camp.
 - d. They are also a responsive partner to school needs – for example, providing funds to rebuild learning spaces when Lin Howe flooded.
 - e. CCEF's big event is the Taste of Culver in the spring; they also rely on donations from parent community, businesses.

- f. Grateful for the robust team of Ambassadors that serve at Lin Howe that serve as a liaison between CCEF and each of the schools in the district, helping make sure that Lin Howe is up to date on CCEF fundraising and the programs they're funding.
6. President's Report: Jennifer Chyi
 - a. Welcome and thank you to everyone for coming to the meeting and thank you to our new families who have joined us. Meetings are Thursdays at 6pm. All the dates are listed below. Please RSVP if your children will be attending for pizza and babysitting numbers. Please sign in to every meeting.
 - b. We approve the minutes from the previous meeting at each meeting. The meeting notes can be found at linhowepta.com.
 - c. Please join the Linwood Howe PTA Facebook group.
 - d. Please join and renew your PTA membership (discounts to PTA members at local business – eg 10% at Village Well).
 - e. Coffee at the steps will be monthly. Upcoming event hosted/assisted by PTA – picture day on Sept 10.
 - f. Family Fun Night on Sept 20. Families to vote on movie. Fifth grade to sell concession. No pizza truck.

7. Financial Report: B. Johnson

a. **TREASURER'S REPORT**

The Treasurer's Report was run from 06/06/2025 to 09/03/2025. The opening balance of account ending #6970 was **\$50,604.40**. There were deposits for \$1307 from spirit wear sales, a fifth grade fundraiser, and yearbook. There were disbursements for **\$21,350.78** consisting primarily of the staff appreciation and gifts, arts programming, payments for assemblies, screen rental for Family Fun Night, and teacher reimbursements. With disbursements, the closing balance as of 09/03/2025 is **\$30,560.62**. Due to the timing of when they were entered into PTEZ, some disbursements from early June, 2025, do not appear in this Treasurer's Report or the last Treasurer's Report from June 5, 2025. I confirmed with the previous Treasurer, Kim Sadler, that these disbursements include Checks 2649-2654. They, along with a bank fee of \$11.70, account for the \$1824.04 difference in the Final Balance in the June 5, 2025 Treasurer's Report and the Opening Balance from June 6, 2025 in this Treasurer's Report.

The opening balance of account ending #1494 was **\$123,657.82**. There were deposits totaling \$854.25 for membership dues. The ending balance as of 09/03/2025 is **\$124,512.07**.

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 \$854.25 in income from membership dues and \$2515.06 of expenses for this year. 100% of expenses were for Teacher Reimbursements, Custodian Reimbursement, and Fall Family Fun Night.

c. **MOTION**

- d. B. moved to approve checks #2649 through #2675 for a total of \$23,163.12. Motion passed.
- e. B. moved to allow himself to write checks until the next PTA meeting. Motion approved.

8. Committee Reports

- a. Fundraising: Kristen Cruise - At Lin Howe, we do one main fundraiser every year called Raise Craze. This year's Raise Craze fundraiser kicks off Monday, October 13 and ends Oct 28. This year's goal is to raise \$90,000 for PTA due to budget cuts and having to raise funds for Teachers Aides (that the PTA cannot fund). Plan to be the same as years past with the Kona Truck if goal is reached. Created website and Sponsorship Packet for business'. We're always looking for people who want to help - you can reach out to Kristin to get involved.
- b. Equity Committee: Fei & Mayra - Committee meeting on Sept 8 to discuss ideas for upcoming events (information included in Dragon Diary). For National Latin Heritage Month (Sept) plan to decorate display case, invite (cleared) volunteers to coordinate with teachers starting Sept 15 to visit classrooms and read books that the PTA has purchased and are available for checkout in the front office, and 'bingo' (given the success during Black History Month). Information to be shared with the teachers to distribute to the students with prizes to be given. Planning to celebrate Native American,

AAPL and Black History Heritage Months. Need to discuss budget/planning for Holi – was a successful event but committee does not have the budget this year.

- c. Special Education Committee: Alicia & Alex - For Disability and Autism Awareness and Month (Oct) plan to decorate display case, invite (cleared) volunteers to coordinate with teachers to visit classrooms and read books that the PTA has purchased and are available for checkout in the front office. Working with Ms. Diamond to build out a 'Sensory Room' and creating Amazon Wish List to share with school community.
- d. Book Fair: Katie & Emily - Jen shared that Book Fair planned for Oct. More information to follow.
- e. Dragon Wagon: Emily & Brendan - Jen shared that Dragon Wagon is Lin Howe's Walking School Bus and we kick off next Friday, September 12. We meet to walk from 2 locations: at 8:10am in Carlson Park (corner of Motor and Braddock) or you can also jump in at any point as we walk up Braddock and at 8:20am at Ince/Lucerne. A permission slip for this year will go out in the Dragon Diary tomorrow. We ask that first graders and under have a caregiver walk with them. No dogs, bikes or scooters so we can keep things safe and calm for everyone. If your child has a tag from last year they can reuse it, otherwise we'll have new ones. We're always in need of volunteers to help keep the Dragon Wagon going, so let Emily know if anyone is interested in helping or you can email LinHoweDragonWagon@gmail.com
- f. Family Fun Night: Marni - Jen shared that Family Fun Night is Sept 20 and families will vote on the movie. Fifth grade to sell concessions. No pizza truck.
- g. Spirit Wear: Larissa & Mike – Spirit wear sale at Family Fun Night (Sept 20). Planning for launch of a full service marketplace for all Spirit wear needs.
- h. Audit: Josh - No Report
- i. Green Team: Jen, Sara, Maya – Green Team plans school beautification days, first one scheduled for Oct. The Green Team also leads the parent led Green Ambassadors program that teaches 2-3 kids per class (1-5 grade) about sustainability. The Green Ambassadors then bring back their learnings to share/teach their class. Looking for volunteers (during school hours or after) to help tend the gardens – grownups and kids.
- j. Reflections: Parrish – Committee not there - Jen shared to look out for information in October.
- k. 5th Grade Committee: Lucy & Sara - The 5th grade committee organizes 5th grade special events, promotion, Pali Camp, and other activities. There will be a meeting on Sept 9 for 5th grade parents. Plan to fundraise bulk of monies in fall – but not compete with PTAs Raise Craze.
- l. Social Chair: Kevin – This committee plans events for parents (not kid events) to build community. Trying to create an official format for gathering emails to communicate with parents.
- m. Backpack Committee: Julie – No Report
- n. CCEF Ambassadors: Shivani, Raaj, Diana, Becky, Jess, Mike – Emphasized the need for clear communication for families to understand the role of CCEF and the partnership with Lin Howe.
- o. Talent Show: Jen – No Report
- p. Staff Appreciation & Support: Angela – No Report
- q. Yearbook: Lisa – No Report
- r. Winter Wonderland: Christine – Winter Wonderland will be Saturday, Dec 6. Looking for volunteers – do not need to be a cleared volunteer.

9. Announcements/New Business

10. Adjournment at 7:18p

UPCOMING EVENTS

Family Fun Night - Saturday, Sept. 20

PTA MEETINGS 2025-2026 School Year

- Thursday, Oct. 9
- Thursday, Nov. 6
- Thursday, Jan. 8
- Thursday, Feb. 5
- Thursday, Mar. 12
- Thursday, Apr. 9

- Thursday, May 7
- Thursday, June 4