

PTA Meeting Notes - Thursday, January 11th

Present: Anna Dembs, Joshua Cohen, Emma Smizik, Sara Jones, Hedi Hunter, Emily Sacchetti, Lindsey Contendo, Christine Zembal, Kristen Cruise, Katie McNayr, Parrish Walsh, Marni Kinrys, Raaj Shankla, Clare Norris-Bell, Wendy Natoli, Ian McCullen, Bridgette Trovato, Ruthann Arbuckle, Rachel Martin, Elaine Delacruz, David Trovato, Megan Meyers, Rachel Ferkel

Excused absences:

- **Call to Order** - The meeting was called to order at 6:11 p.m. President Anna Dembs presiding.
- **Approval of Minutes** - The minutes from the November 2, 2023 meeting were approved.
- **Principal's Report/ Bond measure Q&A - Mr. Chabola (*this portion only will be on zoom*)**
 - Hope everyone had a happy new year.
 - MLK day on Monday, January 15th. There is no school, but there are lots of events going on in Culver City to commemorate.
 - Accelerated Reader program is ongoing. All students should complete 20 minutes of reading each day.
 - Lin Howe will be focusing on math facts, since there has been an identified need.
 - January 24th Mathnasium Math Night from 5:30-7pm - free program for families, looking for volunteers to sign up for 30 minute shifts.
 - Fitness challenge 2024 is coming - be on the lookout!
 - i-Ready - after the diagnostic test students are able to work on their own path. Students are doing i-ready in the classroom, but can do it at home too. Lin Howe will be offering a free morning i-ready program for students - families just need to sign up.
 - Science Fair is on the calendar for April. In order to increase participation, it will be mandatory for 3rd-5th and optional for TK-2nd.
 - Bond Measure - The bond measure will be on the March ballot. Lin Howe needs a representative for the oversight committee - applications are due on Monday. Bond oversight will happen through the oversight committee and all information will be public. The committee is to ensure the money is being spent correctly - what the voters voted on through the ballot. Draft plans are posted in the front of the school, and there will be public meetings for input. The bond measure and the master plan do not include any plans to relocate or address the District Office. This bond will be the first of multiple phases to address all the needs of the school district (full plan would be over 6-10 years). Bonds can only be on the ballot in even years. If it doesn't pass in March or November, it would need to wait until 2026. If the bond passes in March, the district would be able to



make the changes sooner and could get plan approval and/or matching grant funds before other districts that approve a bond later. If the bond is passed in March, CCUSD can immediately begin borrowing against the bond and make renovations/upgrades this summer. There will be a bond meeting Wednesday at 6:30pm at Culver City Presbyterian Church. Raaj will share more information on Facebook.

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

- Thank you to the PTA for the t-shirts and sweatshirts, and thank you for the taco truck.
- Teachers have been asking about the Raise Craze amounts for teachers. It will be \$435.57 per teacher. Ms Natoli will remind teachers to submit their receipts for expenses by May 1st. Anna/Kim will email Ms Natoli to clarify the message to teachers about the additional Raise Craze funds and when to submit all of their receipts.

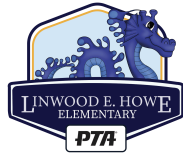
- **President's Report - Anna**

- Shout out to Christine for the December 9th Winter Wonderland - it was a great event.
- Thank you to Katie and Angela for organizing the staff luncheon.
- A big thank you to Maya for organizing the lost and found. Maya also organized the bin for donations outside the school.
- Anna shared a scholarship thank you letter from a student who received the Lin Howe PTA scholarship last year. We have \$2000 this year to give out to former Lin Howe students.

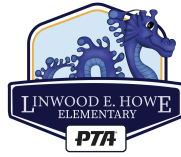
- **Financial Report - Kim (Josh reporting on behalf of Kim)**

- Regarding the Treasurer's Report run from 11/02/2023 to 01/11/2024, the opening balance of account ending #6970 as of 01/11/2024 was \$78,760.11. There were multiple deposits made by Hope for almost \$28,000 primarily consisting of Raise Craze at \$13,707, Book Fair Pass Through at \$7,976, Spirit Wear at \$3,300. Total disbursements were \$16,304. \$7,995 of that was Book Fair Pass Through, \$3,378 for teacher reimbursements, \$1,127 for Safety Vests, and \$1,013 for Winter Wonderland. Regarding Winter Wonderland, McCombs Orthodontists donated \$500 and hot cocoa sales offset costs at \$246. With total deposits and disbursements, the closing balance as of 01/11/2024 is \$90,417.20 and the December 2023 bank reconciliation for account ending #6970 has been reconciled.
- The opening balance of account ending #1494 as of 11/02/2023 was \$129,790.98. There were neither deposits nor disbursements for this account. The ending balance as of 01/11/2024 is \$129,790.98 and the December 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 01/11/2024, of the \$140k budgeted for income, there has been \$132k (so 95%) received in the bank where Raise Craze accounts for \$111k of the \$132k. Of the \$202,000 budgeted for expenses, there has been \$46k of expenses paid out (so 22%).
- **Motion** - Josh moved to approve checks #2300 through 2329 for a total of \$16,304.03. Motion approved.
- **Motion** - Josh moved to allow Kim to write checks until the next PTA meeting. Motion approved.
- **Motion** - Josh moved to add two budget line items (one for expense, the other for income) under Programs for Joey Taylor's memorial bench at \$800 each. Motion approved.
- **Motion** - Josh moved to increase the Raise Craze Teacher Reimbursement from \$8,500 to 10% of the net Raise Craze funds received at \$11,300. Motion approved.
- **Committee Reports**
 - **Audit - Sara** - Her role was to review the finances from 1/1/23-6/30/23. She looked at receipts, expenditures, etc. to make sure we followed all PTA financial rules. Sara examined the financial records for both accounts (#1494 and #6970) and found everything to be correct. The audit was also signed off by the audit committee.
 - **Spirit Wear - Megan** - Anna and Megan have been selling spirit wear and have been very successful. They plan to do another winter sale next week in front of the school to sell sweatshirts and beanies.
 - **Parliamentarian- Lucy** - Lucy will be reaching out to everyone about positions for next year.
 - **Historian- Rachel** - Please keep logging your PTA volunteer hours.
 - **Fundraising - Emily & Angela** - Raise Craze is our main fundraiser. The Dodgers fundraiser from last year also raised \$900. The Dodgers fundraiser has changed for this year (requires buying tickets and reselling to families at a higher cost), so we do not plan to participate this year.
 - **Equity Committee - Clare** - The next meeting will be on 1/22 at 6:30pm on Zoom. The committee will be talking about an expansion of the usual Lunar New Year celebration, including a lion dance. The committee will also discuss hosting a cultural related activity sometime in the spring - possibly tied to the history of hip hop.
 - **Special Education Committee - Gabby & Hedi** - No update at this time.
 - **Book Fair - Sara & Katie** - There will be another book fair in April. More information to come.
 - **CCEF Ambassador - Emily, Shivani, Raaj** - CCEF successfully raised \$15k at the end of December with the Board Matching Challenge and raised more than \$180,000 from August-December 2023. This is a 20% increase from the same time period in 2022. Their



annual fundraiser Taste of Culver City will be Sunday, April 28. They're currently recruiting for event planning committee members so please let Emily know if you are interested.

- **5th Grade Committee - Emma, Angela, Katie, Emily** - The 5th grade committee had our second meeting on 1/8. We are finalizing plans for a class t-shirt. We have started planning for a field day in June, 5th grade promotion, a service project, and a legacy project. At our next meeting in February, we will decide on the fundraising ask for 5th grade families.
- **Staff Support & Appreciation Committee - Angela & Katie** - The taco truck was very well received. We have also been stocking the staff break room by grade each month - allows families to contribute and allows PTA funds to go for other larger staff appreciation events. All snacks for the break room must be store bought and pre-packaged.
- **Talent show- Jen** - Will be on March 15th. In-person auditions will be on February 7th. The video submission deadline will be February 11th. Each student can only be in one act this year, and each act must be under 3 minutes. Will be strict about deadlines this year - acts will be placed on a waitlist if they miss the deadline.
- **Announcements/New Business**
 - **Family Fun Night** - Marni will price out a family fun night event for the spring. Potential ideas include a dance or another movie night.
- **Adjournment** - The meeting was adjourned at 7:06pm.

Emma Smizik
Recording Secretary

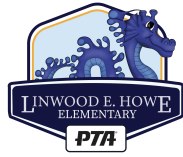
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UPCOMING EVENTS

- NO SCHOOL Monday, January 15th
- Mathnasium Family Night - January 24th 5:30-7pm
- Coffee at the steps *WILL BE FRIDAY THIS MONTH - January 26th

PTA MEETINGS 2023-2024 School Year

- Thursday, February 8th - PTA Meeting 6pm - in person at Lin Howe
- Thursday, March 14th - PTA Meeting 6pm - in person at Lin Howe



- Thursday, April 11th - PTA Meeting 6pm - in person at Lin Howe
- Thursday, May 2nd - PTA Meeting 6pm - in person at Lin Howe
- Thursday, June 6th - PTA Meeting 6pm - in person at Lin Howe