

PTA Meeting Notes - Thursday, April 11th

Present: Anna Dembs, Jaclyn Cohen, Kim Sadler, Katie McNayr, Megan Myers, Kristen Cruise, Sara Jones, Cody Ryder, Emily Sacchetti, Kevin Seldon, Fei Krelle, Jen Chyi, Kevin Seldon, Rachel Ferkel, Angela Izuel, Mr. Chabola, Mr. McCullen, Ms. Natoli

Excused absences:

- **Call to Order**
 - The meeting was called to order at 6:08 p.m. President Anna Dembs presiding.
- **Approval of Minutes**
 - The minutes from the March 14, 2024 meeting were approved.
- **Principal's Report- Mr. Chabola**
 - 45 days of school remaining, state testing will be the second week of May (3rd-5th grade).
- **Teacher's Report - Ms.Natoli**
 - No updates.
 - Autism Awareness Month, Mr. McCullen will meet with student council April 12 to discuss.
- **President's Report - Anna**
 - Thank you to staff and volunteers for the Talent Show.
 - Parents' Night Out went well.
 - HSA nominations are in, winners will be announced next week.
 - We still need a head for the Equity Committee.
- **Financial Report - Kim**
 - The Treasurer's Report was run from 3/15/2024 to 4/09/2024, the opening balance of account ending #6970 as of 3/15/2024 was \$58,344.90. There was a timing difference of \$1,096.79 between the ending balance of the last Treasurer's Report and the beginning balance of this Treasurer's Report due to bank reconciliation items from –
 - Deposit from bank reconciliation for 5th grade fundraising for \$1,032, Windsor Hills Pizza for \$167, Joey Taylor for \$225, and the State of California for \$10 for a total of \$1,434
 - Two expenses for \$337 (pizza from the last PTA meeting as well as one teacher reimbursement that was caught after doing the bank rec)
 - For this this Treasurer's Report, there were two deposits for the Rising 5th Graders (aka current 4th Graders / Class of 2025) raising a whopping \$1,464 from talent show concessions and also \$100 for the Joey Taylor Memorial Bench.
 - There were three voided checks from prior years that were reissued as these checks were lost by the payee for \$550. I have started reaching out to payees who have not yet deposited their checks so if you do receive a check, please deposit as soon as possible so then we do not have to void and reissue.
 - There were disbursements for \$3,324 consisting primarily of 5th grade t-shirts, teacher reimbursements, and the 50% deposit for the May 18th Family Fun Movie Night.
 - The closing balance as of 4/09/2024 is \$57,135.04.
 - The March 2024 bank reconciliation for account ending #6970 has been reconciled.

- o The opening balance of account ending #1494 as of 03/15/2024 was \$129,944.83.
- o There was one Totem membership deposit for \$45.35.
- o The ending balance as of 04/09/2024 is \$129,990.18 and the March 2024 bank reconciliation for account ending #1494 has been reconciled.
- o Budget to Actuals report (7/1/2023- 6/30/24)- two motions from the last meeting consisted of adding income and expense line items for Rising 5th Graders for \$500 and increasing the Joey Taylor Memorial Bench from \$800 to 1,500. We are over 100% of the budgeted income with these additions and increases. Regarding expenses, there has been \$90,252 of the \$206,775 spent, but the items that have the most leftover in the budget are –
 - Classroom enrichment - \$17,518
 - Teacher reimbursement - \$13,890
 - Field trips - \$10,000
 - Staff Support and Appreciation - \$8,041
 - Family Fun Night - \$5,881
- o **Motion** - Kim moved to approve checks #2369 through #2379 for a total of \$3,432.09 (this includes pizza from the last meeting for \$107.64) Motion approved.
- o **Motion** - Kim moved to allow herself to write checks until the next PTA meeting. Motion approved.
- o **Motion** - Kim moved to increase both income and expense for the Rising 5th Graders (current 4th Graders) from \$500 to \$1,500.

- **Committee Reports**

- o Yearbook - Lucy – The layout is due next Friday, tomorrow is the last day to buy yearbooks. Yearbooks will be delivered in the beginning of June.
- o Parliamentarian- Lucy shared the proposed slate, it will go out in next week's Dragon Diary and we'll vote on it at the next meeting.
- o Auditor – Sara – audited our bank accounts from the last fiscal year and approved everything. Motion to adopt financial report - passed
- o Equity Committee – Clare – next meeting is 4/22 on Zoom, Hip Hop Family night 4/29
- o Special Education Committee - Gabby & Hedy – working on putting sensory boxes in all of the classrooms then will source funds. Inclusion presentation will be after Open House at 9:30 AM.
- o Book Fair - Sara & Katie - Book Fair will be April 22-26th. A sign-up sheet to volunteer will go out after spring break. Will stay open Wednesday night until 6:30 to coincide with the Science Fair.
- o CCEF Ambassador - Emily, Shivani, Raaj – Taste of Culver City is on April 28 – tickets are sold out. CCEF met with its school Ambassadors last month to discuss the fact that due to district budget cuts, they won't be able to fully fund Pali Camp anymore starting next year. The district and CCEF shared in the funding for the past 2 years but 5th grade families will need to start fundraising again for the trip starting with next year's 5th grade class. CCEF CCEF is recruiting school Ambassadors for next year. Myself, Shivani & Raaj will be staying on but if anyone else would like to get involved let us know. The more the merrier! recruiting school Ambassadors for next year. Myself, Shivani & Raaj will be staying on but if anyone else would like to get involved let us know. The more the merrier!

- o Science Fair- Jen - Science Fair will be April 24-26th. There will be a book fair/science fair night. Science Fair is mandatory for 3-5th graders and optional for the younger grades. Emily will post about the Science Fair on Facebook.
- o Family Fun Night- Marni - Family Movie Night will be Saturday, May 18th. Windsor Hills Pizza, Trolls movie (likely 6 PM start time)
- o 5th Grade Committee - Emma – Pali Camp starts Monday, field trip at Sony planned for second to last week of school.
- o Green Team- Jen - Green Ambassadors will meet next week The next compost will be in April. Earth Fest is on April 20th at El Rincon and Lin Howe will have a booth. The committee is asking for used book donations as prizes for the Lin Howe booth. School Beautification Day is May 4th - looking for suggestions for projects for beautification day.
- o Staff support & appreciation Committee - Angela & Katie - First week in May is Staff Appreciation Week. There will be opportunities to volunteer.
- o Social Committee- Kevin – Raised \$280 from Parents’ Night Out. Planning a second Parents’ Night. Mr. Chabola made the point that these events need to say “not a Lin Howe sponsored event” for liability purposes.
- Announcements/New Business
 - o Thank you to Ms. Jones for hosting the Math Olympiad competition - 26 schools participating, it will be at El Rincon
- Adjournment

Adjournment - The meeting was adjourned at 6:39pm.

UPCOMING EVENTS

- Open house Friday, April 19th 8:25- 9:15am
- Book Fair April 22nd-26th
- Science Fair April 24th-26th
- Equity Committee Hip Hop Family Night Workshop Monday, April 29th 6-7pm

PTA MEETINGS 2023-2024 School Year

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