



*Kyrene de los Cerritos
PTO General Meeting
Aug 11, 2009
Meeting Minutes*

CALL TO ORDER

- ❖ The meeting was called to order by Erica Riordan, President, at 3:04PM.
- ❖ Attendees for the meeting were as follows:

PTO Board:

President	Erica Riordan	Vice President	Stephanie Hayden
Secretary	Sharon Schramm	Treasurer	Joan Sample
Financial Secretary	Joan Doherty	Communications	Susan Kovacs
Marquee	Maria Riggs	Hospitality	Mayme McDonald
Hospitality	Amy Smith	Historian	Janet Mooneyham
Volunteer Coord.	Frances Brakebill	Teacher Rep.	Nancy McGilvra
Principal	Darcy DiCosmo	Student Advisor	Kathy Brunner

General Membership:

Janet Collins
Annelize Raihl

- ❖ *School Update* – Darcy gave a brief overview of the building changes with the relocation of the office. There is now one point of entry, with the office staff desks facing the door. This provides a much more secure set-up than what we had previously. In addition, it is not obvious how to get to the classrooms from the office, which again adds to the overall security, should an unwanted visitor try to gain entry to the school. Darcy also mentioned that there was going to be an article in the local newspaper covering these changes. On the first day of school there was a glitch with the intercom system. The problem has been identified and is being fixed. In the meantime, an alternate intercom system has been set up to ensure communications throughout the school.
- ❖ *Budget Review* –The 2009 – 2010 budget that was approved by Executive Board was reviewed on a line by line basis. (See attachment). Joan Sample reviewed what had been budgeted for income and expenses for the upcoming year line by line. There was some discussion regarding how much money should be encumbered or carried forward for the following school year to allow the PTO to continue operations until the first fundraising dollars come in. The budget has \$13,000 as the encumbered funds for next year. There was a discussion that we should not commit to any special project for the following year

until we know what the year-end accounts look like. Following the review and discussion, Stephanie Hayden made a motion to approve the budget, Erica Riordan seconded the motion. All present voted in agreement.

Committee Updates:

- ❖ *Hospitality* –Hospitality will be providing dinner for the teachers for Curriculum Night. Sweet Tomatoes are donating cookies and garlic bread. Mayme and Amy proposed buying lasagna from Costco to keep costs down. Everyone agreed this was a great idea.
- ❖ *Book Fair* – Diane Nam and Andrea Beck have agreed to chair again this year. The Fall Book Fair will be Sep. 17 – 25.
- ❖ *Fall Carnival* – to be chaired by Janet Mooneyham again – will be Sep 25th.
- ❖ *Volunteer Sign-ups for 2009 – 2010 School Year* – Volunteer Sign-ups that were posted during meet Your Teacher will be re-posted for the two Curriculum Nights.
- ❖ *School Cents* – Stephanie will be attending the new school year kick off on Aug 13th. It is hoped that we will do as well as last year. The money we “won” last year was used to purchase books for the teachers that align with the seminar they will be attending in October.
- ❖ *Yearbook* – We are trying to keep costs down this year. Per conversations with Tim we can get a 100 page yearbook for \$9,200. This will have the upgraded binding rather than the stapled binding. The 100 pages should be workable as we will need 5-6 less pages for the smaller number of classes we have this year compared to last year.
- ❖ *Chairs are still needed for the following committees:* Cookie Dough, School Store, Art Masterpiece, Sock Hop Ice Cream Social and Square 1 Art. Susan Kovacs suggested Kim Payne as a potential chair for School Store.

New Business:

- ❖ *Special Project* this year will be the Steven Covey seminar for the teachers to be held in October.
- ❖ *Cerritos Family Night* – the first will be Thursday October 8th, location tbd.
- ❖ *Otter Pop Fridays* – we will be selling Otter Pops after school on Fridays while the weather is still hot.
- ❖ *Capri Sun Pouches* – we will be participating in a recycling program for Capri Sun pouches whereby we get 2 cents for every pouch we recycle. A special bin will placed in the

cafeteria for this purpose. We will also continue to collect the labels from the Nestlé water bottles. Last year we collected enough labels to get a soccer ball and some cones for every class.

- ❖ *Family Directory* – this will comprise each classes contact list bound by grade. Teachers will announce an option to “opt-out” of the directory for families wishing to do so. These will be sold for \$2 at the Fall Carnival.
- ❖ *Beep Beep* – The deadline is Tuesday August 18th for all submittals to Susan Kovacs PTO- Susan
- ❖ **The meeting was adjourned at 4:04 PM.**

Respectfully submitted by Sharon Schramm.

Attachments: Agenda, Approved 2009-2010 budget