

**Minutes of a Meeting of the
Las Lomitas Parent Teacher Association Executive Board
June 1, 2016**

A meeting of the Las Lomitas Parent Teacher Association Executive Board (the “**Board**”) was held June 1, 2016 at Las Lomitas Elementary School at 9:00 a.m.

Present were Maggie Oren (incoming Parliamentarian, outgoing President); Anca Rusu (incoming President, outgoing First Vice President); Tim Hibbard (outgoing Treasurer); Ian Edwards (incoming Treasurer); Elizabeth Webb (outgoing Secretary); Brian Lee (incoming Secretary); Adrienne Wonnacott (outgoing First Vice President); Maylene Lynch (outgoing Second Vice President); Diane Bradley (outgoing Second Vice President); Heather Caelius (outgoing Third Vice President); Prachi Shah (outgoing Fourth Vice President); Burke Culligan (Fourth Vice President); Stephanie McGrory (Communications); Artis Montague (outgoing Parliamentarian); Helen Ungerman (outgoing Parliamentarian); Alain Camou (Principal); and Katie Gordon (Teacher Representative).

Quorum was met, and Maggie Oren called the meeting to order. Brian Lee kept the minutes. The minutes from the meeting of the Board held in May 2016 were approved.

Introduction of New Board Members (Anca Rusu)

Anca introduced the new members of the Board.

Teacher’s Report (Katie Gordon)

Katie provided a report on year end matters.

Principal’s Report (Alain Camou)

Alain reported that Grandparents Day and the Open House were very well organized.

CASP testing has been completed.

President’s Report (Anca Rasa)

Anca discussed the transition to the new Board.

Anca also discussed the list of PTA Committee Chairs for the 2016-2017 school year.

Treasurer’s Report (Tim Hibbard)

Tim discussed the current budget and noted that there were surplus funds available for a one-time donation to Las Lomitas. The Board and Alain discussed the school’s needs. After discussion, the Board approved to donate \$15,000 to Las Lomitas as an end of the year donation

(in addition to the \$27,000 donation previously budgeted). The Board agreed to consider additional one-time donations in Fall 2016.

Secretary's Report (Elizabeth Webb)

Liz discussed issues on Infosnap that created difficulties this year for room parents to contact other parents. After discussion, a proposal was made to set up email lists by classrooms into which parents could opt in.

Second Vice President Report (Volunteer Coordinator) (Maylene Lynch, Diane Bradley)

Maylene and Diane discussed the Bilingual Buddies Program. The Board discussed how to broaden the reach of the program, both for students who needed to use the program and for students to volunteer. A proposal was made to contact Leslie Leung, who runs the Language Lab.

Third Vice President Report (Hot Food) (Heather Caelius)

Heather discussed the need for more volunteers. The Board discussed how to incentivize more volunteers for the hot lunch program.

After discussion, the Board approved to donate the volunteer credit (\$26.50 per day) provided by ChoiceLunch to the Las Lomas Elementary School District.

Next Meeting

The next meeting will be August 11, 2016 at 9:00 a.m.

At this time there was no further business to address. The meeting was adjourned at 10:45 a.m.

/s/ Brian Lee
Brian Lee, Secretary