

Minutes of a meeting of the Las Lomas PTA Executive Board September 2, 2015

A meeting of the Las Lomas PTA Executive Board was held September 2, 2015 at Las Lomas at 9:00 AM. Present were Maggie Oren, President; Artis Montague, Parliamentarian; Tim Hibbard, Treasurer; Liz Webb, Secretary; Anca Rusu, 1st Vice President; Maylene Lynch, Volunteer Coordinator; Heather Caelius and Adrienne Wonnacott, Hot Food; Sladana Veljkovic, Vice President Technology; Alain Camou, Principal; and Katie Gordon, Teacher Representative.

Quorum was met, and Maggie Oren called the meeting to order. Liz Webb kept the minutes. Minutes from the August 2015 Board meeting were approved.

Principal's Report – Alain Camou

Alain reported that Parent Information Night went well and thanked the PTA for dinner. He provided an update on school activities: there was a behavior assembly for grades 1-3 last week, the first emergency drill is scheduled for Friday, Alain is working on updating the school website, picture day was moved to September 16 to accommodate Yom Kippur.

Teacher's Report – Katie Gordon

Katie presented a thank you card from the teachers for the back to school gifts and thanked the PTA for the PIN dinner. Heather Peterson will sub for Katie as teacher representative while she is on leave.

President's Report – Maggie Oren

Maggie reviewed upcoming events:

- Picture Day and Pancake Breakfast – Under control.
- Art Note Cards – This year the teachers will teach students how to make the cards. Katie will remind the teachers and suggest that they contact their room parents if they want help in the classroom.
- Directory – The district is still waiting for 75 students to complete registration on infosnap. Maggie will add a note to the Lions Roar indicating that the directory will be delayed this year.
- Fun Fridays – Maylene to follow up to determine if one will happen in September.

Maggie reviewed the revisions to the PTA bylaws, including:

- \$100 membership dues,
- General meetings to be held in August, February and March,
- Elections to be held at the March meeting – Maggie to determine if they can be held electronically,
- Quorum is 13 non-board members for a general meeting and 6 members for an executive board meeting,

- Audits must occur in February and July of each year,
- Board reduced to 3 VPs.

The Board unanimously approved the revised bylaws.

Treasurer's Report – Tim Hibbard

Tim reported that 459 parents had signed up for the PTA and revenue was approximately \$50,000, slightly ahead of projections. Tim will keep track of donations for outreach lunches in order to determine if a second push is necessary in November.

Secretary's Report – Liz Webb

Liz is collecting room parent sign up sheets – about half received so far. Katie will remind the teachers to turn them in. Maggie to obtain class email lists once registration is completed.

1st VP Report – Anca Rusu

Anca was pleased with the kindergarten meet and greet. Our first assembly is coming up on September 30th. Anca will give Katie information that can be shared with teachers who want to know more about it. Anca is investigating future assemblies.

Katie will take care of assembly sign ups.

Alain will check for a teacher feedback form to evaluate assemblies.

Volunteer Coordinator's Report –Maylene Lynch

Maylene reported that the volunteer categories on infosnap are different from ours, and she is working to reallocate volunteers. Alain will talk to Suzanne about ability to correct infosnap before January. Maylene will work on a correct list.

The board discussed adding an entry for “interest in serving on the executive board” and a generic entry where volunteers can indicate their skills.

In lieu of Adopt-A-Book, we will have Mrs. Chickman create an apple for the classroom list for the library. Should mention in Lion's Roar.

Hot Food Report – Heather Caelius

Heather has all five day chairs and is doing well in terms of volunteers. She could still use a few for Tuesday and Wednesday and needs co-chairs for two days. Heather introduced Adrienne who has agreed to be her co-chair.

Technology Report – Sladana Veljkovic

Sladana gave a brief update on technology. Apple for the Classroom will launch on September 7th at midnight. She will reach out to Carol to put something in the Lion's Roar.

Tim has a square that can be used at the Pancake Breakfast but he is investigating whether we should use it due to lack of a chip reader.

Parliamentarian – Artis Montague

Artis and Helen completed the bulletin board. Liz will post the minutes there. Maylene will post volunteer needs. Alain will ask the office if they can post the first page of the Lion's Roar.

Next Meeting

The next meeting is October 7 from 9:00-10:00AM in room 20B.

At this time there was no further business to address. The meeting was adjourned at 10:25 AM.

Liz Webb, Las Lomas PTA Secretary