

**Minutes of a Meeting of the
Las Lomas Parent Teacher Association Executive Board
October 5, 2016**

A meeting of the Las Lomas Parent Teacher Association Executive Board (the “**Board**”) was held at Las Lomas Elementary School on October 5, 2016 at 9:00 a.m.

Present were Anca Rusu (President); Adrienne Wonnacott (First Vice President); Maggie Oren (Parliamentarian); Stephanie McGrory (Fifth Vice President); Alain Camou (Principal); Christy Chalfant (Assistant Principal) and Katie Gordon (Teacher Representative). Absent were Ian Edwards (Treasurer); Brian Lee (Secretary); Diane Bradley (Second Vice President); Corinne Burke (Third Vice President); and Prachi Shah (Fourth Vice President).

Quorum was met, and Anca Rusu called the meeting to order. Stephanie McGrory kept the minutes. The minutes from the meeting of the Board held on September 7, 2016 were approved.

Principal’s Report (Alain Camou)

Alain reported that the first trimester is well underway, and has been a busy time for teachers and administration as we get the year started. Teacher training has continued with writing-focused workshops; eight substitute teachers were brought in so that all grade level teachers K-3 could participate.

There have been a number of safety drills taking place on campus. These included announced drills for: Earthquake (Drop, Cover, Hold On); Fire (Evacuation); Lock Down Drills (Shelter in Place and Secure Campus). Reverse evacuations were also practiced where children on playground must quickly go to classrooms/designated safety locations. Unannounced drills will take place at a future date.

Alain also reported on recent school events. The Fun Run was a great success, with a large turnout and many active volunteers. Alain and Christy participated in a Foundation event for Kindergarten and new families. There is an East Community event this Friday, 10/7.

Alain discussed the Parent Ed Speaker series. Julie Lythcott-Haims has been secured as a speaker in February (exact date TBD), based on her popular book, “How to Raise an Adult.” Las Lomas and La Entrada will split the \$6,500 fee (discounted from Lythcott-Haims). The April speaker will be either Dr. Steve Smith or Sr. Stuart Brown (importance of play). In November, we will have a parent screening of Screenagers. There will be a motion in the next meeting to approve the \$5K budget for the Parent Ed Speaker series.

Alain also provided a receipt for the Chromebooks, and those will be ordered as a gift from the PTA.

Teacher's Report (Katie Gordon)

Katie reported on the Teacher's Writing training which was very well received by the teachers. Katie also thanked the Board for the Tuesday treats provided to the teachers in the lounge by volunteers. There was a discussion about Teacher Appreciation week, and it was decided that this would be best to have this after teacher-parent conferences; date was finalized for the week of November 14. Maggie Oren and Christine Orr are heading up the Teacher Appreciation activities.

President's Report (Anca Rusu)

Anca reported on the Art Note cards, and there was a discussion about the fee possibly increasing this year from \$12 to \$14. Maggie offered to help negotiate the fees. There was also a discussion about the merits of selling variety packs. It was decided that variety packs were not necessary. A pay pal link has been set up for art note cards, and updates to the classrooms will be included in next Monday's envelopes. Katie requested that more pens be added to the kits sent around, and multiple sets of directions to be included; this feedback will be shared with the organizer.

Anca also commented that sign-up sheets for each classroom worked well this year. Katie suggested that more room on the sheet for signing (perhaps use legal paper). Anca reported that the Pancake Breakfast was a great success; Tissha Brumm (committee chair) might come in to discuss what worked and did not at a future Board meeting. The revenue generated from this event far exceeded that of last year's event.

Anca discussed the book fair and the group discussed the dates – 10/21 – 10/28. The book fair will not be open on Halloween as in previous years. It was noted that children cannot buy their own books/supplies without an adult present; children should not bring money to school. This message needs to be communicated to parents through the Monday envelope/class parent.

The Halloween parade will take place on Monday, 10/31. Anca will be joining Alain for a meeting on the Read-a-thon planning on 10/17; Board members are welcome to join.

First Vice President Report (Adrienne Wonnacott)

Adrienne reported the successful completion of the September assembly. She also discussed the planning for upcoming assemblies in January and March. The January assembly will feature "The Theater of All Possibilities," a children's performing arts company. Jill Ohline's class will be the performing class.

Adrienne also discussed the need to coordinate volunteers more effectively for Hot Lunch, with more volunteers needed for Mondays and Wednesdays. Volunteers who sign up do not always show up; therefore, more communications to secure volunteers is needed through the hot lunch coordinators.

Communications (Stephanie McGrory)

Stephanie discussed how we can streamline and better coordinate communications to parents. Stephanie will send an email to all PTA Committee Chairs to make sure they understand how their event can be promoted and in what vehicles (Lion's Roar, Monday envelopes, class parent, etc). She will also ask that each PTA Committee Chair coordinate with her to tally total volunteer hours, and to ensure thank you notes are written to volunteers.

Parliamentarian (Maggie Oren)

Maggie discussed the school directory, and that she is pulling the information together on 10/7. Maggie's goal is to have the directories in the Monday envelopes on 10/24. Maggie also mentioned that there is ongoing discussion with the coordinating council about moving the directories online in the future.

Next Meeting

The next meeting will be November 2, 2016 at 9:00 a.m.

At this time there was no further business to address. The meeting was adjourned at 10:30 a.m.

Brian Lee, Secretary