

Minutes of the meeting of the Las Lomas PTA Executive Board

January 10th, 2018

A meeting of the Las Lomas PTA Executive Board was held January 10th 2018 at Las Lomas at 9:00 AM. Present at the meeting were Adrienne Wonnacott (President); Aiko Yoshikawa (Vice President); Maggie Oren (Historian); Alain Camou (Principal); Christy Chalfant (Assistant Principal); Ian Edwards (Treasurer); Katie Garlinghouse (Volunteer Coordinator); Anca Rasu (Parliamentarian); Shannon Potts (Director of C&I); Stephanie McGrory (Communications); Katie Gordon (Teacher Representative); Jue Lin (Financial Secretary); Jessica Bragg (Hot food).

Absent were: Corrine Burke (Hot Lunch); and Rama Harikrishnan (Technology); Kirsten Cahill (Secretary).

Quorum was met and Adrienne Wonnacott called the meeting to order and Aiko Yoshikawa kept the minutes.

ITEM 1 APPROVAL OF MINUTES

Katie motioned to approve the minutes and Ian approved.

ITEM 2 DIRECTOR OF C&I - Shannon Potts

LCAP (Local Control Capability Plan)

New plan accountable to the county. County hands down the sanctions or accolades. Previous system was academic achievement. LCAP is 10 things, 6 on new California Dashboard (<https://www.caschooldashboard.org/#/Home>). This dashboard has more detailed metrics than previous accountability system (including breakdown by different student populations). For Math and English, multiple measures in each.

We need to get our plan approved to get our budget approved (this is a change from before, where we used to get the money and then write the plan). So now we get the Plan and then the Budget. Doesn't really affect the overall budget because we are community funded.

Plan approval in June; budget approval in July. Need feedback from parents, this is one forum.

2018-2019 plan has 5 goals:

General academic achievement

Writing

Mathematics

Technology

Science

San Mateo county districts will get "academic assistance" (which means that we will get help writing a plan by San Mateo county) if public California Dashboard scores are not high (blue or green color) in all sub groups (ethnicity/socio-economic). E.g.,

Las Lomitas' socio-economic disadvantage is orange so plan is focused on improving scores for that group.

What help Shannon needs: Ideas to improve plan between now and May. General discussion on the what they are focusing on. Shannon brought up point of needing to do research to understand what drives low performance on CCSS assessments.

ITEM 3 PRINCIPAL'S REPORT- Alain Camou

Feb 3 - Angst documentary in LE.

Math coach visiting and reviewing Singapore math pedagogy. February math night is probably with the math coach.

Read-a-thon starts Tuesday next week.

Soul Shoppe assembly today.

Construction sub-foundation set. Lost few days due to rain. Foundation poured later this month. Plan to go up in Feb.

Design team update: Smaller cohort meetings to review 8 schedules that have been prototyped and designed. Now looking at constraints. Cull 8 schedules into 2-4 to present to LLESD admin to review (to understand potential implications to budget). Goal is to have something to the community by end January/early Feb to solicit feedback.

ITEM 4 VICE PRINCIPAL'S REPORT - Christy Chalfant

Read-a-thon - Mystery character first week on Thursday.

Soul Shoppe Assembly - well received last time. Today's assembly is about breathing (last time was about balloon)

Allie Brody - counselor has been writing in Roar. Coffee chat Friday December 21st. 10-12 parents came despite last day of school.

Safety - Christy is reviewing some of the emergency release (dismissal plan) plans since LE had an emergency release sewage issue in December.

ITEM 5 TEACHER'S REPORT - Katie Gordon

Katie gave Teacher Appreciation committee a thank you card for teacher appreciation.

Katie brought up an issue regarding the Book Fair. Historically, the Book Fair donates books to the library via Hickelbee credit. But this year, the Hickelbee credit was used already so

Ms Chickman wondering how to buy books for this year. We decided to donate \$2000 from PTA budget to replace the Hickelbees credit that was used to fund books for the library.

Budget item was motioned by Maggie, seconded by Anca and unanimously approved.

ITEM 6 PRESIDENT’S REPORT – Adrienne Wonnacott

PTA needs to reimburse school for Soul Shoppe (Alain to follow up with Carol to submit the requisition).

ITEM 7 VICE PRESIDENT’S REPORT – Aiko Yoshikawa

No items.

ITEM 8 TREASURER’S REPORT - Ian Edwards

Budget is keeping on track.

ITEM 9 COMMUNICATIONS SECRETARY REPORT - Stephanie McGrory

Would like to review our general parents communication strategy next time.

ITEM 10 HOT LUNCH - Jessica Bragg

Tasting on Wednesday of Mac and Cheese (January 24) – need to get the allergy list

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

Kirsten Cahill, Las Lomitas PTA Secretary

Treasurer Summary

Funds on Hand 01/09/17

WF Checking	\$ 58,175.28
WF Savings	\$ 28,138.21
PayPal	\$ 0.00
E*Trade	\$ 9,965.89
TOTAL	\$ 96,279.38

New member's revenue in Dec 2017

Infosnap revenue	\$ 289.53
PayPal Parent Membership	\$ 97.50
Sub total	\$ 387.03

Other receipts in Nov 2017

Spirit Wear (Cash/Checks)	\$ 140.00
Wells Savings interest	\$ 1.44
E*Trade interest	\$ 0.08
Sub total	\$ 141.52
TOTAL	\$ 671.11

Checks and disbursements in Dec 2017

Check #634 S. Mcgregory	\$ 122.18	Bulletin Board Advertising
Check #635 S. Mcgregory	\$ 157.17	Bulletin Board Advertising 2016-17
Check #636 Franchise Tax Bd	\$ 10.00	State Tax Fees
Check #637 Attorney Gnrl	\$ 25.00	Federal Tax Fees
Check #638 Pegasus Prod'	\$ 988.65	Class Party (Halloween)
Check #639 Christine Orr	\$ 416.52	Teacher Appreciation
Check #640 Christine Orr	\$ 846.38	Teacher Appreciation Event
Check #641 Aiko Yoshikawa	\$ 228.65	PTA Working meals
Check #642 Aiko Yoshikawa	\$ 189.57	Spirit Wear expense
Check #643 Susie Gostyla	\$ 364.15	Holiday Workshop
Check #644 Shannon Eagan	\$ 519.93	Holiday Workshop
Check #645 Terra Terwilliger	\$ 288.19	Holiday Workshop
Check #646 Cagla Ruacan	\$ 59.81	Bookfair Expense
Check #647 Dana Shank	\$ 443.84	Holiday Workshop
TOTAL	\$ 4,660.04	

Las Lomitas Elementary PTA

Treasurer's Report

From December 1, 2017 to December 31, 2017

Date	Type	Number	Description	Amount	Totals
WF Checking 1469					
Balance On Hand 12/1/2017					\$ 59,340.53
Deposited Income					
12/07/2017	DEPOSIT		Donation New family Yuting Chen	\$ 1,000.00	
12/13/2017	DEPOSIT		Spirit wear	140.00	
				TOTAL	\$ 1,140.00
Adjustments/Transfers					
12/08/2017	ADJUSTMENT	425	Move money from PayPal to Wells Fargo	\$ 117.50	
12/22/2017	ADJUSTMENT	427	Infosnap Dec 16 - Dec 22	289.53	
				TOTAL	\$ 407.03
Total Deposits					\$ 1,547.03
Checks					
12/01/2017	CHECK	634	Stephanie Mcgrory, Marketing for Bulletin board	\$ 122.18	
12/01/2017	CHECK	635	Stephanie Mcgrory, Bulletin Board Marketing for 2016-17 school year	157.17	
12/06/2017	CHECK	636	Franchise Tax Board, Tax fee for Las Lomitas PTA, EIN 94-6172072	10.00	
12/06/2017	CHECK	637	Attorney General's Registry of Charitable Trusts, Tax Return for Las Lomitas PTA, EIN 94-6172072	25.00	
12/06/2017	CHECK	638	Pegasus Products Group, Invoice# 20170697	988.65	
12/06/2017	CHECK	639	Christine Orr, Staff Appreciation Week	416.52	
12/06/2017	CHECK	640	Christine Orr, Teacher Appreciation Event	846.38	
12/08/2017	CHECK	100000643	Susie Gostyla, Holiday Workshop	364.15	
12/08/2017	CHECK	641	Aiko Yoshikawa, PTA Working meals	228.65	
12/08/2017	CHECK	642	Aiko Yoshikawa, Spirit wear	189.57	
12/18/2017	CHECK	644	Shannon Eagan, Holiday Workshop	519.93	
12/19/2017	CHECK	645	Terra Terwilliger, Holiday Workshop	288.19	
12/20/2017	CHECK	646	Cagla Ruacan, Book Fair	59.81	
12/20/2017	CHECK	647	Dana Shank, Holiday Workshop	443.84	
				TOTAL	\$ 4,660.04
Total Disbursements					\$ 4,660.04
Balance On Hand 12/31/2017					\$ 56,227.52
WF Savings 4687					
Balance On Hand 12/1/2017					\$ 28,136.77
Deposited Income					
12/31/2017	DEPOSIT		Interest Savings account	\$ 1.44	
				TOTAL	\$ 1.44
Total Deposits					\$ 1.44

Las Lomas Elementary PTA

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From December 1, 2017 to December 31, 2017

<u>Date</u>	<u>Type</u>	<u>Number</u>	<u>Description</u>	<u>Amount</u>	<u>Totals</u>
Total Disbursements					\$ 0.00
Balance On Hand 12/31/2017					\$ 28,138.21
PayPal laslomaspta@gmail.com					
Balance On Hand 12/1/2017					\$ 117.50
Total Deposits					\$ 0.00
Adjustments/Transfers					
12/08/2017	ADJUSTMENT	425	Move money from PayPal to Wells Fargo	\$ 117.50	
				TOTAL	\$ 117.50
Total Disbursements					\$ 117.50
Balance On Hand 12/31/2017					\$ 0.00
Square					
Balance On Hand 12/1/2017					\$ 0.00
Total Deposits					\$ 0.00
Total Disbursements					\$ 0.00
Balance On Hand 12/31/2017					\$ 0.00
InfoSnap Revenues					
Balance On Hand 12/1/2017					\$ 0.00
Deposited Income					
12/22/2017	DEPOSIT		Infosnap Dec 16-Dec22 2017	\$ 300.00	
				TOTAL	\$ 300.00
Total Deposits					\$ 300.00
Adjustments/Transfers					
12/22/2017	ADJUSTMENT	427	Infosnap Dec 16 - Dec 22	\$ 300.00	
				TOTAL	\$ 300.00
Total Disbursements					\$ 300.00
Balance On Hand 12/31/2017					\$ 0.00

Las Lomitas Elementary PTA

Treasurer's Report

From December 1, 2017 to December 31, 2017

Date	Type	Number	Description	Amount	Totals
E*Trade Account					
Balance On Hand 12/1/2017					\$ 9,965.81
Deposited Income					
12/26/2017	DEPOSIT		Interest income	\$ 0.08	
				TOTAL	\$ 0.08
Total Deposits					\$ 0.08
Total Disbursements					\$ 0.00
Balance On Hand 12/31/2017					\$ 9,965.89
Donations in kind					
Balance On Hand 12/1/2017					\$ 0.00
Deposited Income					
12/20/2017	DEPOSIT		Donation to cover Holiday Workshop Exp	\$ 50.00	
				TOTAL	\$ 50.00
Total Deposits					\$ 50.00
Adjustments/Transfers					
12/20/2017	ADJUSTMENT	426	Transfer Donation in Kind to Holiday Workshop Expense	\$ 50.00	
				TOTAL	\$ 50.00
Total Disbursements					\$ 50.00
Balance On Hand 12/31/2017					\$ 0.00
Other Information					

