PTO Meeting Transcription

Date: May 8th | Called to Order: 9:29 AM | Adjourned: 10:00 AM

Opening

Meeting called to order at 9:29 AM. Introductions skipped as attendees were familiar with one another. Acknowledgment of Teacher Appreciation Week — thanks given to all involved.

Teacher / Staff Participation Update

- Staff is happy and impressed with what the PTO has accomplished with a small team.
- Confirmed the PTO budget will continue into next year, which had been uncertain.
- Concern raised: many parents don't have volunteer clearance, which limits field trip participation or makes trips more expensive.
- Fingerprinting on-site is not currently possible. A centralized district location (e.g., San Marcos) is being explored.
- The online application process is a barrier for many families.
- Approximately 8–9 volunteers had clearance by the time of Apex Fun Run.
- Mrs. Lopez was sending follow-up emails to families.
- Field Day reminder about volunteer clearance will go out next week.
- SHRM office may be open during summer for fingerprinting.

Approval of Previous Meeting Minutes

Minutes available online. Board approved.

Principal's Report

- Reiterated thanks for Teacher Appreciation Week efforts.
- 3rd, 4th, and 5th graders currently taking state tests; all grades doing iReady assessments.
- Preliminary budget for next year includes a $45,000 cut, primarily affecting staffing for various programs.
- Staff was surveyed to determine priorities; decisions expected by end of month.
- PTO will be critical for covering classroom materials and field trips.
- Declining enrollment is affecting state funding.

President's Report / Upcoming Events

1. End of Year Family Night — May 21st, 5–8 PM at Local Roots

- Organized by President and Izzy.
- Donations secured:
- • Grocery Outlet: $250 gift card + $100 raffle gift card
- • Movie theater (Corey): family night ticket package + date night tickets
- • Mommy & Me Nails: 4 gift certificates ($25 each) for kids' mani/pedi
- • Tool set from Lindsay (returning donation)
- • See's Candy gift card
- Raffle tickets: $1 each (has historically generated good revenue).
- Local Roots donates $100 for every 20 attendees.
- PTO table/display planned; Local Roots hosting bingo.
- Name tags for board/chair members so families can identify them.
- Setup begins at 4 PM.

2. Spring Concert — May 27th (Wednesday)

- Fundraising proceeds go to orchestra.
- Food: Taco truck (reserved by Janice) + possible churro truck (Miss Yandle's neighbor — vendor approval form needed).
- Costco snacks to be purchased day-of.
- PTO closet has leftover headbands and items to sell.
- High school volunteers (contact: Eric) will assist.
- Facilities confirmed reserved (Rosie).
- Email drafted outlining volunteer/setup needs.

3. Family Dance — June 4th, 5–7 PM

- Balloon arch secured (location/timing TBD — coordinate with vendor).
- Big City Dogs food truck confirmed; Mr. White doing treats.
- Miss Jocelyn and middle school students helping with sales.
- Photo booth (free — parent's company, driving from Northern California); photo paper ~$30 for prints.
- Temporary tattoo station instead of face painting (middle school volunteers from La Mirada).
- Lisa: nail station (free, will bring business cards/flyers).
- Student DJ confirmed.
- Decorations: luau leis, balloon arch, chalk, lawn games (cornhole, giant Jenga, giant Connect Four).
- Ice cream social — two options being considered:
- • Option 1: Ice cream truck (still awaiting responses)
- • Option 2: Chest freezer from Costco (husband volunteered to manage; Nestlé drumsticks on sale next week through June 11th)
- Sales: cash only recommended for simplicity; ice cream ~$1–$2/item.

- Big City Dogs: ~30% back to PTO from sales.
- Facilities form not yet submitted — Rosie will help.

Communications / Outreach

- Most effective channels identified: Instagram and email.
- School Instagram exists but has been inactive — plan to collaborate/cross-post.
- Facebook page (JALEJ) also active — cross-posting recommended.
- Monday Message also used.

Bylaws / Orchestra Budget

- Bylaws need to be updated to reflect orchestra program.
- Current allocation structure (informal):
- • $600 to music/day program (matching other teachers' allocations)
- • $400 to orchestra expenses
- • Additional fundraised money goes to orchestra account
- Goal: establish clear fundraising targets and expectations for next year.

Yearbook

- Expected to arrive next week.
- Sign-Up Genius to be created for selling.
- At least one board/chair member present with Square app for card payments.
- Cash also accepted.

Spirit Wear

- Tie-dye has been popular — consider for next year.
- Staff shirt reprint (sweatshirt design as t-shirt) — follow up with Melanie.
- Husband working on new designs.

Financials

- Expired checks found in PTO drawer (~$700, all from 2024) — will reach out to issuers.
- One check appears to be from McDonald's (~$600).

Current Balances:

- Orchestra/Checking: $4,722.73
- Main Account: $14,799.22
- Savings Account: $39,589.00
- All budget lines on track; no overages; teacher reimbursements still incoming.

Final June Meeting

- June meeting needed to finalize proposed budget for next year and announce open board positions.
- Original date (June 9th, 4:30 PM) conflicts with Legoland field trip.
- New proposed date: June 8th (Monday), 8:00 AM.
- Future meeting time preference: mornings (8 AM), coinciding with school drop-off.

Meeting adjourned at 10:00 AM