

# Korematsu Elementary PTO at Mace Ranch

(Parent Teacher Organization)  
3100 Loyola Drive – Davis, CA 95618  
<http://korematupto.org>

## Meeting Minutes

June 3, 2009

PTO board members present: Marc Ishisaka-Nolfi, President; Shari Ludden, vice president; Sandra Walter-Perry, vice president; Stacey Horigan, treasurer; Richard Reed, secretary.

Staff present: Principal Mary Ponce; teacher Vicki Rinne.

Parents/participants: Cindy Bruch, Rebecca Brunette, Anne Johnstone, Camille Melendres, Alicia Mattson, Monica Reeves, Betsy Salomon, Manda Yeung.

### Call to order

The meeting was called to order by President Marc at 7:02 pm, in the Library.

- Principal's Report

Staff hosted a volunteer thank event earlier today in the MPR.

Mary thanked the PTO for a successful Asian-Pacific Festival and silent auction. The event brought the school community together, and focused on the kids.

With six days of teaching left, teachers are busy with myriad end-of-year tasks including report cards, assessments, field trips, musicals, paperwork and planning. Staff is tired but happy. The vibe is upbeat as we conclude the school's first year as a K-6.

Mary will prepare a revised quote on the proposed new office copy machines. The district will negotiate pricing, rather than having the school negotiate directly with the supplier. KPTO executive board declined an offer to purchase a machine based on the earlier information, but approved the award of a \$500 cash grant toward purchase of one or more machines. If needed, Mary will poll the executive board if a copier purchase decision is made before the end of June.

Among Mary's goals for PTO next year will be to improve channels of communication, and tighten up some administrative/organizational issues. She will help align PTO plans and ideas with those of the staff.

- Teacher's Report

Vicki echoed Mary's words of appreciation to the PTO for the festival and auction, and support through the past year.

### New/old business

#### **6<sup>th</sup> Grade Photo**

The sixth grade photo will be distributed next week. The cost came well within the \$200 budget.

#### **Campbell Soup 'Labels for Education' Award Point Redemption**

Mary and staff will review a catalog to choose items that can be purchased with "points" donated by a Korematsu parent (800,000 points for staff and 200,000 points for the PTO).

#### **Festival and auction wrap-up**

Gross proceeds from the festival and auction is about \$16,000. A final accounting is underway by treasurer Stacey and auction chair Monica, along with a plan to spend a portion this year (on

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binoculars for science; books for take-home reading program; garden program), and save the balance for next year (based on this year's approved budget, and a list of spending items published in the auction program: *"The funds raised...will be used to support the achievements of students and distribute proceeds to meet internal school goals."* *"Proceeds from this auction may help us to fund: binoculars for the science lab, books for the take-home reading program, assemblies, P.E. equipment, 'reader's theater' and musical manuscripts, curriculum enhancement for teachers, school gardening program, art drying racks, artist in residence"*).

PTO thanked the festival and auction teams for their hard work and great success. The festival team included the PTO board and some of their family members, and several teachers and others not recorded. The auction team: Brianne Agatep, Joanne Ayers, Heide Bekebrede, Debra Brayton, Cindy Bruch, Elita Burmas, Jessielyn DeVera, Christine Dicker, Angie Din, Evelyn Hahn, Dawn Hardaker, Sherry Heins, Stacey Horrigan, Tiffany Huynh, Mark Ishisaka-Nolfi, Tracey Jersey, Keith and Belinda Kesser, Danette Krueger, Lina Layiktez, Shari Ludden, Alicia Mattson, Camille Melendres, Monica Reeves, Stephanie Rinzler, Sarah Rizzo, Betsy Salomon, Teresa Slack, Dorrie Sobottka, Chrissy Tobia, Manda Yeung, Phyllis York.

Lessons learned discussion included: signage was good (around the campus perimeter); include teachers on the auction planning committee; ensure entertainment acts use the sound system; sound system worked well for the Hawaiian dancers; the games, balloon, and snow cone concessions were very popular (with wristbands for proof of payment); UC Davis and sixth grade volunteers were a big help; shorten the time of the entertainment program and have it start and end earlier for families with young children; festival on a Friday is better for teachers (to not intrude on their weekends); end of the school year is good for the kids (for the festival); possibly split off the auction as a separate event earlier in the school year (so there is time to redeem prizes that involve teachers); consider having the auction on a weekend (since many parents were rushing home from work to participate).

### Fundraising Report

PTO thanked Joanne for her great work this year in meeting our fundraising target, and she offered to continue serving as chair next year.

### Hospitality Report

Alicia distributed notes and reflections from her busy year as hospitality chair. PTO thanked her for her hard work and success. She will continue as chair on an interim basis (until October). Volunteer leaders are needed.

Alicia suggests that the hospitality chair for the upcoming year be set at the same time as the executive board election in April, to allow time for planning start-of-year activities.

### Treasurer's Report

See attachment following.

Marc distributed a budget input form that will help inform discussions this summer that lead to next year's PTO budget. PTO will have opportunity to review and comment on budget development in September.

### Adjournment

The meeting adjourned at 8:37 pm.

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**Meeting Minutes**

Next meeting

In August, date to be determined.

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PTO officers

- Marc Ishisaka-Nolfi, president
- Shari Ludden, first vice president
- Sandra Walter-Perry, second vice-president
- Stacey Horigan, treasurer
- Richard Reed, secretary

PTO position/committee chairs

- Betsy Salomon Auditor
- Joanne Ayers Fundraising chair
- Marc Ishisaka-Nolfi Garden chair
- TBD GATE rep
- Alicia Mattson Hospitality chair
- Marc Ishisaka-Nolfi Korematsu Kids school newsletter editor
- Dennis Spann Parliamentarian
- PTO/SSC SPAC rep(s)

Previous Bank Bal	5/7/2009	\$ 14,339.23
Deposits	Membership Fees	
	E-Script	\$ 487.31
	Auction	\$ 11,172.65
	APF games/meals	\$ 2,737.25
	donation	\$ 149.00
Total Deposits		\$ 14,397.21
Payments	Teacher grants	
	Copy	\$ 109.93
	Club exp	\$ 100.00
	Operating exp	\$ 0.74
	Garden	\$ 1,166.38
	Asain-Pac Fest Food	\$ 1,530.00
	Asain-Pac Fest Event	\$ 1,860.48
	School Events (Explorit)	\$ 1,157.97
	Supplies	\$ 630.28
Total Payments		\$ 6,555.78
May Bank Balance		\$ 22,180.66