

Korematsu Elementary PTO at Mace Ranch

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

Meeting Minutes

Approved Dec 2, 2009

October 7, 2009

PTO board members present: Marc Ishisaka-Nolfi, President; Monica Reeves, vice president; Richard Reed, vice president; Betsy Salomon, treasurer. (Minutes by VP Rich).

Staff present: Principal Mary Ponce; teacher Sharyn Lieth.

Parents/participants: Joanne Ayers, Wes Hardaker, Sherry Heins, Selene Jackson, Susan Kirby, Christy Knutson, Elisa Levy, Kristen Mandelaris, Alicia Mattson, Ann Stevens, Laurie Williams, Manda Yeung.

Call to order

The meeting was called to order by President Marc at 7:03 pm, in the library.

Approval of minutes

The minutes of the Sept 3 meeting were reviewed. One minor typo corrected.
Motion/second/passed approved.

Principal and Teacher Report

- o Mary and Sharyn thanked KPTO for the Familya picnic. Students report they had a lot fun and enjoyed the trick roper.
- o Staff is very appreciative of the items purchased with Warren Hardaker's 800,000 point Campbell Soup label donation (~\$11,000 cash value). Joanne Ayers will email Wes Hardaker with a complete up-to-date list of items purchased. Playground equipment was among the items acquired – something that wears out quickly on the playground's asphalt surface; KPTO will wait until early next year to decide the items to purchase with KPTO's 200,000 points – depending on the needs of the school.

Fundraising Report

- o Chair Joanne Ayers will adjust the fundraising goals to better reflect what she thinks are attainable goals for the year.
- o Wes Hardaker discussed an idea for selling events photos via a password protected site. Principal Mary will provide Wes school district policy on photos of students.
- o A parent suggested Davis Diamond open gym as a fundraiser.
- o November will feature a Box Tops for Education promotion, with a gift card from Alphabet Moon.
- o Joanne will talk to Target about their donation program to schools.
- o See attached report.

Treasurer's Report

- o Current membership is 117.
- o Ms. Olmstead's 4th grade class won the pizza party for the membership drive with more than 50% participation.
- o See attached financial statements.

New/old business

KPTO Bylaw Amendments and Approval

- o Marc reviewed all proposed changes.

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Meeting Minutes

Approved Dec 2, 2009

- There was discussion about adding items to an agenda and making comments at general meetings.
- Three changes to the bylaws were made at the meeting:
 1. Article X, D: add after second sentence, “, subject to approval by the President.”
 2. Article XI, #B2: delete, “in excess of \$150”
 3. Article XI, #3: change to “\$50”
- Motion/second/passed to approve bylaws as changed/amended.

2009/2010 KPTO Budget

- Marc presented a draft budget in a new “balance sheet” format.
- Susan Kirby made a presentation about library funding (see attached).
- Members asked for proposed spending detail for the following:
 - Explorit Science Day and Explorit Science Night (and doing one or the other but not both).
 - Asian-Pacific Festival.
 - Garden and Science Garden.
- Members suggested the follow category/line items changes:
 - Separate library (Scholastic Book Fair and Calif. Young Readers) from non-library reading (Evening Reading Grant, Take Home Books, Reading Assembly).
 - Add Curriculum (Language Arts, Math) even if there are no funds budgeted.
 - Add Crocker Art Ark with no funding this year. Supporters will request a grant for 2010-11.
- Sharyn Lieth asked that we remember that some families are suffering economic difficulties as we make plans for fundraising.
- Wes Hardaker suggested that our requests for funds address very specific needs.
- Ann Stevens offered her help in developing a long-term strategic funding plan.
- Motion/second/passed to approve the budget as submitted, with the understanding that more detail will be forthcoming beginning at the next meeting, and that funding priorities may change as discussion continues. See attached budget.

Adjournment

The meeting adjourned at 8:52 pm.

Next meeting

November 4, 7:00 pm, in the library

Attachments

1. Fundraising Report
2. Treasurer’s Report
3. Library statement from Susan Kirby

Korematsu PTO Fundraising Summary - as of 30-Sep-09

	2006/2007	2007/2008	2008/2009	2009/2010 Goal	09/10 Expense	Year To Date
Member dues (117)		\$1,140.00	\$1,270.00	\$2,000.00	(50.00)	\$2,090.00
Donations		\$1,210.00	\$3,158.01	\$8,000.00		\$856.00
eScrip	\$318.37	\$781.39	\$981.75	\$500.00		\$54.06
Nugget	\$341.37	\$2,223.37	\$2,764.74	\$4,000.00	(115.00)	\$193.08
Box Tops		\$172.20	\$290.10	\$1,000.00		
Goodsearch		\$20.00	\$20.36	\$50.00		
Restaurant fundraisers		\$642.67	\$483.91	\$1,200.00		
Kidzart		\$161.83	\$204.37	\$150.00		
T-shirt sales			\$836.66	\$700.00		\$357.00
Asia Pacific Festival			\$2,737.00	\$1,000.00		
Auction			\$15,653.99	\$16,000.00		
Campbells Points	200	776	1,001,876			
Innisbrook fundraiser				\$2,000.00		
Wine Tasting Rominger				\$500.00		
Bake Sale		\$67.00		\$300.00		
Movie Night				\$100.00		
Spring Plant Sales				\$200.00		
TOTAL	\$659.74	\$6,351.46	\$28,400.89	\$37,700.00	-\$165.00	\$3,550.14

	Nugget	eScrip
Aug-09	\$193.08 19 supporters	\$54.06 73 supporters
Sep-09		
Oct-09		

Fundraising Team	
eScrip	<i>Joanne Ayers</i>
Nugget scrip	<i>Naomi Lee</i>
Box Tops	<i>Joanne Ayers</i>
Restaurant Fundraisers	<i>Brianne Agatep</i>
Innisbrook	

1:06 AM
10/09/09
Cash Basis

Korematsu Elementary School PTO
Profit & Loss
July 1 through October 6, 2009

	<u>Jul 1 - Oct 6, 09</u>
Income	
Donations	1,786.00
E-script revenue	920.75
Fundraising	
Auction	165.00
Fundraising - Other	5.53
Total Fundraising	<u>170.53</u>
Membership Dues	1,160.00
T-shirt sales	357.00
Total Income	<u>4,394.28</u>
Expense	
Filing Fees	20.00
Hospitality	29.36
Misc. Exp	105.32
Operating Expenses	
Insurance	440.00
Supplies	37.94
Total Operating Expenses	<u>477.94</u>
School Event	
APF	26.40
Fiesta de la Familia	200.00
Total School Event	<u>226.40</u>
Total Expense	<u>859.02</u>
Net Income	<u><u>3,535.26</u></u>

Korematsu Elementary School PTO
Profit & Loss Detail
July 1 through October 6, 2009

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Income									
Donations									
Deposit	8/25/2009		Miscellaneous	Garden			Golden1 Chec...	75.00	75.00
Deposit	9/4/2009		various	Deposit			Golden1 Chec...	190.00	265.00
Deposit	9/4/2009		Various see detail	Deposit			Golden1 Chec...	745.00	1,010.00
Deposit	9/16/2009		Various see detail	Deposit			Golden1 Chec...	170.00	1,180.00
Deposit	9/22/2009		Various see detail	Deposit			Golden1 Chec...	100.00	1,280.00
Deposit	9/24/2009		Various see detail	Deposit			Golden1 Chec...	75.00	1,355.00
Deposit	9/29/2009		Various see detail	Deposit			Golden1 Chec...	140.00	1,495.00
Deposit	10/2/2009		Various see detail	Deposit			Golden1 Chec...	231.00	1,726.00
Deposit	10/2/2009		Various see detail	Deposit			Golden1 Chec...	10.00	1,736.00
Deposit	10/6/2009		Various see detail	Deposit			Golden1 Chec...	50.00	1,786.00
Total Donations								1,786.00	1,786.00
E-script revenue									
Deposit	7/8/2009	214409	Nugget	May 2009			Golden1 Chec...	300.68	300.68
Deposit	9/2/2009	218068	Nugget	July 2009			Golden1 Chec...	209.57	510.25
Deposit	9/2/2009	216449	Nugget	June 2009			Golden1 Chec...	217.42	727.67
Deposit	9/24/2009	220145	Nugget	August 2009			Golden1 Chec...	193.08	920.75
Total E-script revenue								920.75	920.75
Fundraising									
Auction									
Deposit	8/25/2009	5156	Arfan Din	Garden Brick			Golden1 Chec...	75.00	75.00
Deposit	8/25/2009	2247	Ratnaji Nallamothu	Kumon Gift C...			Golden1 Chec...	90.00	165.00
Total Auction								165.00	165.00
Fundraising - Other									
Deposit	8/31/2009	0947...	Jamba Juice				Golden1 Chec...	5.53	5.53
Total Fundraising - Other								5.53	5.53
Total Fundraising								170.53	170.53
Membership Dues									
Deposit	9/4/2009		Various see detail	Deposit			Golden1 Chec...	110.00	110.00
Deposit	9/4/2009		Various see detail	Deposit			Golden1 Chec...	460.00	570.00
Deposit	9/16/2009		Various see detail	Deposit			Golden1 Chec...	170.00	740.00
Deposit	9/22/2009		Various see detail	Deposit			Golden1 Chec...	70.00	810.00
Deposit	9/24/2009		Various see detail	Deposit			Golden1 Chec...	80.00	890.00
Deposit	9/29/2009		Various see detail	Deposit			Golden1 Chec...	60.00	950.00
Deposit	10/2/2009		Various see detail	Deposit			Golden1 Chec...	170.00	1,120.00
Deposit	10/2/2009	645	Various see detail	Deposit			Golden1 Chec...	20.00	1,140.00
Deposit	10/6/2009		Various see detail	Deposit			Golden1 Chec...	20.00	1,160.00
Total Membership Dues								1,160.00	1,160.00

1:02 AM

10/09/09

Accrual Basis

Korematsu Elementary School PTO

Profit & Loss Detail

July 1 through October 6, 2009

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
T-shirt sales									
Deposit	9/4/2009		various	Deposit			Golden1 Chec...	125.00	125.00
Deposit	9/11/2009	6722	Coker, Jan	Deposit			Golden1 Chec...	10.00	135.00
Deposit	9/11/2009	6905	Garcia, Maria	Deposit			Golden1 Chec...	12.00	147.00
Deposit	9/11/2009		various	Deposit			Golden1 Chec...	30.00	177.00
Deposit	9/22/2009	2714	Thinkbin	Deposit			Golden1 Chec...	10.00	187.00
Deposit	9/24/2009	4354	DeKnikker, Stephanie	Deposit			Golden1 Chec...	10.00	197.00
Deposit	9/24/2009		Various see detail	Deposit			Golden1 Chec...	10.00	207.00
Deposit	10/2/2009		Various see detail	Deposit			Golden1 Chec...	65.00	272.00
Deposit	10/2/2009	645	Various see detail	Deposit			Golden1 Chec...	60.00	332.00
Deposit	10/2/2009		Suter, Eliza	Deposit			Golden1 Chec...	15.00	347.00
Deposit	10/2/2009	6058	Agatep, Brianne	Deposit			Golden1 Chec...	10.00	357.00
Total T-shirt sales								357.00	357.00
Total Income								4,394.28	4,394.28
Expense									
Filing Fees									
Check	8/25/2009	1140	Stacey Horigan	California Se...			Golden1 Chec...	20.00	20.00
Total Filing Fees								20.00	20.00
Hospitality									
Check	8/26/2009	1142	Sharon Adams	Donuts at wel...			Golden1 Chec...	19.80	19.80
Check	8/26/2009	1143	Camille Melendres	refreshments...			Golden1 Chec...	9.56	29.36
Total Hospitality								29.36	29.36
Misc. Exp									
Check	8/25/2009	1140	Stacey Horigan	6th grade gro...			Golden1 Chec...	105.32	105.32
Total Misc. Exp								105.32	105.32
Operating Expenses									
Insurance									
Check	8/30/2009	1141	AIM				Golden1 Chec...	440.00	440.00
Total Insurance								440.00	440.00
Supplies									
Check	9/6/2009	1145	Reed, Richard	Copying me...			Golden1 Chec...	37.94	37.94
Total Supplies								37.94	37.94
Total Operating Expenses								477.94	477.94
School Event									
APF									
Check	9/11/2009	1146	Joanne Ayers	stamps for a...			Golden1 Chec...	26.40	26.40
Total APF								26.40	26.40

1:02 AM

10/09/09

Accrual Basis

Korematsu Elementary School PTO
Profit & Loss Detail
 July 1 through October 6, 2009

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Fiesta de la Familia Check	9/3/2009	1144	James Barrera	Trip roper pro...			Golden1 Chec...	200.00	200.00
Total Fiesta de la Familia									200.00
Total School Event									226.40
Total Expense									859.02
Net Income									3,535.26

12:16 AM

10/07/09

Korematsu Elementary School PTO
Statement of Cash Flows
July 1 through October 7, 2009

	<u>Jul 1 - Oct 7, 09</u>
OPERATING ACTIVITIES	
Net Income	3,535.26
Net cash provided by Operating Activities	<u>3,535.26</u>
Net cash increase for period	3,535.26
Cash at beginning of period	<u>22,295.63</u>
Cash at end of period	<u><u>25,830.89</u></u>

DATE: 10.7.09

TO: KPTO

FROM: Susan Kirby, KPTO Bookfair Coordinator

Library Information for KPTO

The purpose of the library has always been to supplement the learning that takes place in the classroom and to support teachers and students. Students also use the library for pleasure reading something we hope that becomes a lifetime habit.

Tax support for stocking libraries with books and learning materials has ended. In 1998 school libraries received \$28 per student. (\$13,000) Now we receive nothing.

State building funds were used to buy initial books for K-1 when the school opened, and we inherited much of the library from Valley Oak. But books go out of date, wear out and need to be regularly replenished. There are also expenses for books, DVD's, magazine sub. Tech support, World Book online and basic supplies. (Last year Sandy spent \$4700.00).

While one time federal stimulus money is helping this year, we need to start saving and planning to fund purchase of books and materials next year and beyond. It will be a long time before (if ever) tax supported library funds return.

Library staff salaries are paid by local parcel taxes and it's important we continue to support the people who keep the libraries open and ensure that books are used.

We ask that the K PTO continue to allocate the proceeds of the fall and spring book fair to the library and for books in the classroom. Those proceeds are a big help. (Nearly \$3400 last year).

We also ask that the KPTO lead the effort to replace funding from the imminent end of tax support, a gap that will widen and be much harder to overcome later. (Perhaps we form a "friends of the library" subcommittee to organize and sustain the effort.)

We suggest a line item in the budget, beginning to set aside funds, perhaps in an interest-bearing account, and working with Sandy and Mary to develop a longer term sustainable support plan for the library books and materials. This model might be useful for other similar needs.

The library is used by ALL Korematsu students and I think it's to make it one of our priorities for funding.

Not asking for funding for this year. For next year----\$3000 from Book Fair \$2000 from PTO