

Juan Cabrillo Elementary PTA
Meeting Minutes
November 6, 2007

The PTA was called to order by Jennifer Morgan, President, at 7:16pm in the teacher's lounge on Tuesday, November 6, 2007.

October's meeting minutes were reviewed and a motion to approve the corrected minutes with one name revision was proposed – 1st by Ruth Cook and 2nd by Courtney O'Neill.

The new Boost teacher, Jeff Krabel, was introduced. Introductions were then made all around.

Jennifer Morgan passed around a thank you card to sign for Vivian and Steve Rudnick for helping on the Cabrillo website. They are Cabrillo alumni.

Norma Diaz stated that Family Movie Night slated for November 16th has only had 6 responses so far. We need at least 50 – 60 to hold this event. She will continue to speak with Stella regarding details.

Jennifer Morgan requested a list of new software for the computer lab. Mrs. Zirbel stated that Mrs. Comitz keeps track of software on the machines, for licensing purposes, etc. She then explained portal procedures and said that they would need software that they do not need to count on an internet connection for. Jennifer will review the proposal and make a decision.

A \$4,000 check will be issued for the P.E. program. No vote was needed as this was budgeted for. The new P.E. teacher will be hired to help with P.E. and also help teachers with P.E. content standards. This supports the Peaceful Playground program. First and Second graders have P.E. twice a week while Kindergartners attend P.E. once a week.

Jennifer Morgan discussed the PTA holiday dinner. This will be held December 3rd at The Lakes at El Segundo. This dinner will be replacing the December PTA meeting. The next PTA meeting is scheduled for January 7th.

Yukari Matsuyama discussed a new donation program through MSN and Hot Mail. When you register you can designate a school. Yukari will request a packet with all the information. She also stated that the website was listed in the newsette.

Susan Andriacchi, Treasurer, was absent. Jennifer Morgan presented the treasurer's report. There was one outstanding warrant for Ruth Cook in the amount of \$41.15 for Hands on Art.

Jonathan Schleyer will print the PTA membership cards to hand out by the end of November.

Ruth Cook said that two volunteers, Tanya Truhlar and Michelle Lynn, went above and beyond for Red Ribbon week. She would like to recognize them. It was decided that we will send a thank you card. Ruth suggested that we start a "Volunteer of the Month" and honor them with a thank you card.

In Mrs. Comitz's absence, her report was reviewed by Mrs. Zirbel. She went over the upcoming events; Got Rhythm on November 5th, ColdStone Fundraiser on November 8th, Staff Development Day on November 9th, this will be the second day of instruction on differentiation which will help staff plan for classrooms. November 12th is Veteran's Day, November 13th is Spirit Day and a Student Success/Patriotic Day assembly will be held. November 16th is Family Movie Night. The Thanksgiving Holiday runs from November 21st through 23rd. November 28th is Lifetouch picture re-take day.

Norma Diaz said that Innisbrook will be delivering the fundraising orders on November 14th. Pick up will be November 14th between 1pm and 5pm, she will send out a reminder. She also needs volunteers to help hand out the orders.

Julie Morrow said that we had \$2,222 in cub wear pre-orders. There is a new logo. She is still waiting on a delivery date and will be taking last minute t-shirt orders.

Goodie sales will be held a week early due to the holiday. A few extra volunteers are needed.

Thuy Nguyen announced that a \$546 submission was sent in for Box Tops. She is waiting on a check. Monthly winners will be posted on the teacher communication board. Thuy will send a reminder.

Yukari Matsuyama stated that she has been getting more requests for Food 4 Less club cards. More club card forms were passed around.

Ruth Cook presented information on the PTA Breakfast fundraiser. She has held 4 so far with a total of \$138 raised. Ruth stated that the leftover coffee goes to the teachers. She proposed that we move this fundraiser to every other Wednesday with the next one being held on November 14th. Some donations are being made in support of this event.

Ruth Cook stated that the first Hands on Art project was presented to Ms. Kuhn's Kindergarten class. Julie Morrow said that it went well but needed to offer a limited menu. The children needed assistance with glue and they could have used more helpers. The kids wanted theirs to look as nice as the adults, but it was stressed that the kids are to do the art, not the parents. Room 17 and Room 10 need teachers for Hands on Art. It was stated that most parents need a lot more notice than is currently given.

Kelli Schumacher brought photographs from Family Literacy Night. She said that we came in under budget. Kelli also stated that the Peaceful Playgrounds booklet was printed for free. She passed out an expenditure and budget for Family Night and Sing Along. She also stated that the PTA purchased fanny packs for P.E. teacher aids that included first aid supplies. Some aids who have since left Cabrillo took their fanny packs with them. She requested that the PTA purchase more first aid fanny packs for the current aids. A motion to approve the purchase of fanny packs and antibacterial wipes was proposed, 1st by Courtney O'Neill and 2nd by Yukari Matsuyama. The motion was approved. Kelli also passed out a flyer on a speaker for child safety which goes beyond stranger danger.

Hand washing stations were discussed, this will be looked into.

New business was brought forward by Ruth Cook. Ruth stated that the first graders would like to start a vegetable garden in the location where the old Dana Science department had one. She would like approval to use old pots and planters. They will need seeds and shovels. Ruth will speak with Mrs. Comitz for approval.

Ruth Cook also proposed a Rescue Recess program to support the current P.E. program. She suggested that we hold a rally for a fundraiser where we can get a NBA player to attend. She will have posters printed up and a donation flyer sent out. This will need to be reviewed and approved by Mrs. Comitz. Ruth stressed that this needs to be maximized now and we should have someone come out for logistics. Ruth will connect with the playground committee for further discussion.

Meeting adjourned at 8:22 pm

Attachments: November Calendar, Sign in Sheet, Treasurers Report, Meeting Agenda, PTA Roster, Room Parents List, Family Literacy Night Expenditures, Proposed Expenditures for Playground Supervisors.