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**LOCKHURST DRIVE CHARTER ELEMENTARY**

**PTO ASSOCIATION MEETING 9/6/2023**

**6170 Lockhurst Dr Woodland Hills CA 91367**

1. **Call to Order 7:34pm**
2. **Approval of Minutes from 5/3/23 meeting**
   1. Motion for approval: EveTronson
   2. Second: Darcy Pollan
3. **Board Introductions**

**IIII. Treasurer’s report (Jen) need to approve budget**

a. budget will be approved in the next meeting

b. Student Fund, Assembly allowance, Fall Festival budget need to be adjusted

c. Student fund adjust to $60k

d. Fall festival may need to be increased to $7,000

e. We need lights for the Fall Festival

f. Zaira Sherengo has some we might be able to borrow; found some on sale for 4 for $25, will send pics of lights

g. Restaurant night: $5k

1.keep it at 5k

h. Increased assembly allowance to 6k

i. Operating expenses cannot be shared

j. except campus beautification; we are allocating $15K

1.no concerns with amount

a. ideas:

1. add color/murals: maybe alumni students can paint something

2. Astro Turf: we don’t want to add anything that will be undone by pending yard renewal; WRITE to Schmerelson and Dr.David Baca to move this renovation along;

3. Adding misters

4. Revamping the garden area

k.Birthday package- amount raised by August close: $590

l. Restaurants - amount raised by August close: $0

m. Kroger - amount raised by August close: $6.84

n. Sponsorships and grants - amount raised by August close: $1,102

o. Box Top - amount raised by August close: $0

a.receipt with purchase must be scanned into Box Top application to get paid; reshare information

p. Merchandise - amount raised by August close: $754.37

1. **Old Business**
   1. UTK/K playdate
      * spent $360
      * went well; good turnout
   2. Back to school Social
      * spent $1,600
      * went well
   3. Moved meeting minutes prior to 2022 to Dropbox
      * last year’s minutes are on our [website](https://www.lolpto.com/membership)
      * archived notes from previous years can be requested
2. **New Business**
   1. Movie Night 9/22
      * need to vote on a movie
      * in need of a back-up person to set up screen, projector, and sound
        1. movie starts at 7pm
        2. start set up at 5:30pm
        3. stay for the duration of the movie
        4. break things down
   2. Room parent list progress
      * Dana is working on this list
        1. we still need Room Parents for Ramirez, and Pomposo
           1. Confirmed Verano’s room parents: Sara Simpson and Krisserin \_?\_,
        2. KBella: room parents have helped out in getting the Household Income Form
           1. some classes still need forms collected

KBella will get a list from Maryann

* 1. Corporate Sponsorship – Darcy
     + Darcy working on sponsors and banners
       1. info here: <https://www.lolpto.com/sponsors>
     + currently looking for sponsors for Fall Festival
       1. Denise Kaplan offered to ask her company for an amount between $5-7,000
  2. UPS address change
     + UPS at Platt Village has changed location
       1. same address but now next to Exer Urgent Care
       2. Jen: UPS wants to get rid of PO boxes and shift to a file cabinet behind their counter until then we can continue to receive mail to the same address
  3. Need to Store merchandise in PC
  4. FF committee needed.
     + need to start planning now
       1. Seliene will send out an email blast to ask for people to join the committee
       2. Fall Festival confirmed for 10/21
     + People willing to help
       1. Kate Gersten ([kategersten@gmail.com](mailto:kategersten@gmail.com)) can help Brittany with Fall Festival
       2. Brittany Torten Btorten2010@gmail.com
  5. Assembly for Fall? If we have another fit a thon assembly in the spring
     + Lasers in the Fall
     + other ideas --> Blue planet foam parties
       1. LAUSD might not allow it on-campus but maybe it can be an off-site fundraiser at Blue Planet
       2. Eve and Jennelle will connect about this event

h. Yearbook

* Yearbook has increased from $32 ro $35; if you preorder by 10/31 it will be $32
* The yearbook is no longer included in the 5th grade donation ask due to ongoing issues relating to parents not completing personalized pages in a timely manner
  + Fifth grade representative could use help with all the committees/activities for 5th graders; anyone interested reach out to her Contact name?

**VI. Miscellaneous**

1. Please encourage parents to donate to the [student fund](https://www.lolpto.com/blog)
2. Thank you for the donations that have already been made;
3. Ask [your company if they will match](https://www.lolpto.com/sponsors)
4. Ask teachers to send a picture of the paws
5. Overall donations to school at 28% participation

**VII. Teacher report**

1. No teacher report
2. Ms. Wagner is at 60% participation for student fund.

* Percentages for other classes to come.

**VIII. Principal Report**

1. KBella will start announcing completion of Home Income Form and student fund
2. Thanks for the playdate and BTSS
3. Open house was great but turn out was not as big as last year
4. Jennelle is our new library tech; children are going to the library
   * Children are visiting the library and will soon be able to check out books.
5. Coffee with the principal happens monthly
   * October topic: Choices
     1. will be open to everyone
6. Children are asking for a mascot
   * can we buy a new one, the existing one is very old and sad-looking
     1. try encouraging students to fundraise first, then PTO will help support cause
7. Recycling might start back up
   * the money earned could be used towards new mascot costume
   * in the past Lockhurst used to have a company that would pick up recycling and pay us for the bottles and cans
8. The parent center clean up is making progress. Hoping to have the next Coffee With the Principal there
9. Active shooter training for staff 9/26
10. Parent ask of Principal: Can you please send out a reminder to parents:
    * the drop off lane is not be blocked or parked in for extended periods of time;
    * No double parking
    * No u-turns
    * Can any extra spots in the faculty lot be auctioned off as a fundraiser?

**Next meeting 10/4/23   
  
Meeting Adjourn: 8:50pm**

**Attendees:**

1. Zaira Sherengo
2. Nicole Hanson
3. Kari & Luther Staine
4. Kate Gersten
5. Sara Simpson
6. Ali Pistoresi
7. Oria Wagner
8. Josh A.
9. Jennelle Kidwell
10. Holli
11. Sarah Estilai
12. Dana Gartland
13. Darcy Pollan
14. Priya Vekaria
15. Eve Tronson
16. Seliene Hacker
17. Erika Vasquez-Chilin
18. Brittany Langer
19. Jen Nelson
20. Lisa Perilstein
21. Denise Kaplan
22. Dana Gartland
23. Brittany Torten
24. Lauren Levenbrown
25. Bella, Krista
26. Ashley Withanage Don
27. Vivian Robertson
28. Marie Westbrook
29. Lisa Clumeck Graeff