



**PTO Executive Meeting Minutes**  
**March 23, 2015**  
**[Home of Jenn Ragusa](#)**

**Board Members in Attendance:**

Leah Kirby, Brooke Diaz, Jennifer Ragusa, Carma Sanchez, Shawn Sheeron, Paul Eichen, Amanda Dahlgren, Donna ValVerde, Dina Sanchez

**Minutes Taken By:** Paul Eichen

**Meeting called to order by Leah Kirby at 6:32 pm**

**Summary of Actions Taken:**

- Next Board meeting on April 28 at Amanda's house.
- Minutes from the Los Compadres Board Meeting of February 24, 2015 were reviewed and approved.
- Minutes from the Los Compadres General Meeting of March 9, 2015 were reviewed and approved.

**Reports and Discussions**

President Kirby:

Reviewed the Organization Chart and noted the addition of some names within positions.

Reported that Nikki and Clay Kraft are our new Garden Club managers.

Cecilia Mayer Lovell is our new Clairemont Education Foundation liaison.

PE supplies previously authorized for purchase have been ordered and will be paid for this week.

Trophy case research now with Steve Rosenstein.

Principal Sanchez reported:

1<sup>st</sup> class room fan is now being tested.

Parents that want to donate AC units should coordinate with Polly in administration.

Running club automation equipment is now in use, with issues being worked through. Some discussion about where to store equipment and racks; in the library for now.

Funds previously authorized to purchase school supplies have been used to buy paper, and to provide incentives for teachers to complete Amazon lists. Becky is following up with teachers/parents to complete lists.

Request by Mrs. Oshea for 4hrs of for compensation to attend spelling bee. Principal Sanchez reported that the school took care of this.

Leah is waiting to hear from family of student whose mother passed. Joclyn to ask grandmother to call. Detailed discussion of bylaws draft. Secretary Eichen noted several edits/additions/improvements from directors to incorporate in the draft.

Job descriptions are still in development by Leah and VPs. Drafts are completed for Community Events, educational Enrichment, Campus Improvements, Treasurer and VP Communications. Detailed discussion of organization chart and discussion of how management of various areas can work.

Board was polled on willingness to stand for election to 2015/2016 Board:

Leah – yes, as President

Carma, yes as VP Development

Shawn, no – but willing to serve as manager of accounting

Jenn, yes, but not as VP Ed. Enrichment, maybe VP Communications

Amanda, no

Amy, no

Donna, yes as VP Community Relations

Brooke, ?

Paul, yes as At-large Director

Carma reported:

On the auction/dinner dance. Gross receipts of \$26,500 vs. \$21,000 in 2014, but expenses were up and Carma estimates net profit from the event decrease to \$17K vs. \$18 K last year. The Board was highly complimentary of the innovations used to improve this year's event, and expressed optimism that future events would take advantage of the new innovations and format to improve profitability.

Tax receipts for fun run were sent to parents by Susan Flieder.

Catalina fund raiser at Sky High was great.

School Dance was successful, and mildly profitable because of refund we will receive from district for failure of security to show-up. The Board's sense is that this is a great community builder, not a fund raiser, and we should do it again!

Discussion about the possibility of adding a Longfellow drive-in movie at year-end.

Skate night went well raising more than some family dinner nights. We made \$425 towards purchase of tricycles.

Book Fair is in process. . .

Date night at Café Sevilla is cancelled.

Buses for Catalina are organized.

Donna faxed in form for Clairemont Day at the bay, April 18. We will represent Longfellow and need to bring table and supplies.

Jenn reported:

Science Night- need to measure auditorium for mobile planetarium.

Longfellow Day at the Bay \$1,700 is in the budget for this event. Colleen and Melissa are planning. We need buses for all grades. Carma will follow up with Colleen and Melissa.

Shawn reported that we paid \$292 to Colleen for cupcakes, just slightly more than the budgeted amount of \$250. Our 2013/2014 IRS 990 form has been filed.

Meeting adjourned at 9:37 pm.

On April 28, 2015, the Board members in attendance at the Los Compadres Executive Committee Meeting approved the above Minutes.

A handwritten signature in black ink, appearing to read "Paul Eichen". The signature is fluid and cursive, with a large initial "P" and "E".

Paul Eichen  
Secretary, Los Compadres PTO