

DECEMBER 10, 2009

BOARD MEMBERS			
X	<i>CO-PRESIDENT</i>	Julie Van Gelder	X <i>TREASURER</i> Gia Morris
X	<i>CO-PRESIDENT</i>	Louise Schie	X <i>TREASURER</i> David Morris
	<i>AUDITOR</i>	Rick Haller	<i>CHECKS</i> Cathy Wood
X	<i>PRINCIPAL</i>	Vivian Franklin	X <i>SECRETARY</i> Aena Prakash
	<i>HEALTH & SAFETY</i>	Meera Ramanathan	X <i>HEALTH & SAFETY</i> Eman Altayyeb
X	<i>STAFF LIAISON</i>	Amy Vidunas	X <i>STAFF LIAISON</i> Jana Weber
	<i>VP FUND RAISING</i>	Lesley Reid	X <i>VP GRANTS/WISHLISTS</i> Sangeeta Peris
X	<i>ROOM PARENT COORD</i>	Kim Ploshay	
COMMITTEE MEMBERS			
X	<i>PP PRIZES/GAMES</i>	Cris Vaughan	

7:02 pm – Julie Van Gelder called the meeting to order, and the Board accepted the minutes from the previous meeting.

Grant Writing Update

- Julie has identified 8 to 10 mini-grants from which the school would benefit. There are three parents who have offered to help with writing grants.
- Generally speaking, most available grants are for teachers to pursue, not for the PTO; the exception are those that fund procurement of new hardware, software, or art programs.
- PTO is looking for grants that help pay for upgrade costs, as grants available for PTO's do not fund operating expenses.

Bi-Annual Update

- Louise distributed a draft of the Bi-annual update which will go out to all parents showing how much money has been collected thus far, and how some of it has been spent.
- Upcoming events will also be mentioned to alert parents (like science fair)
- The update will be sent in the Thursday folders.

Principal's Report

- Vivian presented information from meetings held recently by the Cupertino Unified School District addressing the \$5 million budget shortfall
- Details of these proposals can be found at the Cupertino Unified School District's website at <http://sites.google.com/a/cusdschools.org/cusdbudget09-10/>

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- Here is the list of possible recommended CUSD budget reductions:

District wide Reductions	Potential Savings
Class Size Reduction in grades 1-3 (30:1)	\$3.00 million
Custodial night crew staffing reduction	\$1.00 million
Counselors (1 per middle school)	\$0.50 million
Library Media Clerks (General Fund portion)	\$0.40 million
District Office Classified	\$0.40 million
Summer School	\$0.30 million
GATE	\$0.13 million
Teacher Resource Center staffing	\$0.12 million

- Vivian will keep the PTO informed of the upcoming cuts.
- On January 11th the Governor will announce his 2010-11 state’s budget
- The District will be offering a Retirement Incentive Program
- On March 15th certificated staff will be informed of lay-offs
- The SLIP (School Improvement and Library) Fund budget for next year is \$40,333; of that \$34,360 is set aside for personnel costs; and the remaining \$5,973 will be spent to off-set the provision of many other needs, such as classroom aides, the music program, staff development, instructional materials, and student assemblies, to name a few. The SLIP fund will not be sufficient and the PTO will be asked to contribute, or eliminate some of these programs.

Treasurers’ Report

- Gia and David submitted the November financials, including the funds which have been released for the technology lab, and money which has come in from direct donations and CEEF, and Pumpkin Panic
- The \$290 issue with Chase Bank has been resolved

Fundraising Status Report

- Julie submitted a detailed write up of fundraising efforts
- Thus far we have been on target with our fundraisers, and have exceeded the amount raised for Pumpkin Panic.
- If we do as well on the Walkathon, we should be on target in the income dept.
- But because our expected expenses will be at least \$10,000 higher next year, we should set up additional fundraisers for the latter half of the year, to be used for next year

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- Gia informed that escrip has typically done well in the past, and we should target large grocery stores to continue this program.

Science Fair Update

- Louise provided the following update: On Jan 4 teachers will get science fair forms, on Jan 7 the forms will be sent home in the Thursday folders, on Jan 29 forms are due back, and from March 1 – 3 the science fair will be held
- There may be some conflict with the writing fair for the 3rd and 5th graders, but the timings can be adjusted.

Discovery Team Report

- Julie informed the Board of the Discovery team's efforts, which include understanding the proposed budget cuts, and the impact to the school
- The hard reality is that the District has already cut costs in many ways, and now the only place left to cut is in personnel; this means reducing the number of teachers, and increasing classroom size from 20 students to 30 students
- The PTO reserve can help in funding classroom aides to support the larger number of students per classroom
- The PTO can also work with parents who have volunteered to work on a grant writing committee; one parent is a venture capitalist and wants to raise money from the community at large
- Lastly the PTO should look at ways to reallocate it's own budget
- The Discovery Team needs parents to work on these tough issues
- Amy said parent volunteers can help by learning to use the photocopier; this would free the instructional aide's time to help in the classroom
- Sangeeta mentioned that at other schools parents who have been art docents could volunteer to teach art following an established curriculum
- Julie reiterated that once the Governor's budget is known we will be able to really start looking at the hard numbers, and then strategize.

The meeting was adjourned at 7:55 p.m.

Respectfully submitted by,

Aena Prakash, Secretary