

Bonita Canyon Elementary School PTA Meeting Minutes General Association Meeting November 8, 2023

Executive Board Attendees: Corey Pace, Rhea Weiss, Jason Chao, Will Yeh, Christina Chen, Jesslyn Stewart, Andrew Matlaf, Lana Encheff, Aydan Mirza, Tracy Oneal, Jori Mendivil, Crystal Spitale

General Association Attendees: 25 General Association members (per sign in sheet).

Location: Bonita Canyon Elementary School Multipurpose Room

1. Call to Order – Rhea Weiss

- The meeting was called to order at 8:37 am.

2. Consent Agenda – Lana Encheff

- The minutes for the September 27, 2023 General Association meeting were presented to the Executive Board by email on October 6, 2023, and a copy made available near the sign-in sheet at the General Association meeting. The minutes were accepted without any changes. They are approved as written and will be filed for audit.

3. Board Reports

a. Auditor – Andrew Matlaf

○ Approve 2022-2023 Year-End Audit

- MOTION – Andrew Matlaf moved to approve the 2022-2023 year-end audit. The motion was seconded by Jason Chao approved without a nay vote.

b. Treasurer – Christina Chen

○ Monthly Reports

- August Treasurer Report. Total assets as of July 31, 2023 were \$268,691.24. Total assets as of August 31, 2023 were \$241,359.29. Assets net of uncleared transactions as of August 31, 2023 were \$237,237.51.
- September Treasurer Report. Total assets as of September 30, 2023 were \$268,575.80. Assets net of uncleared transactions as of September 30, 2023 were \$256,257.66.
- October Treasurer Report. Total assets as of October 31, 2023 were \$256,211.06. Assets net of uncleared transactions as of October 31, 2023 were \$250,986.62.

○ Ratify Payments

- MOTION – Christina Chen moved to ratify payments between August 1, 2023 and October 31, 2023. The motion was seconded by Jori Mendivil and approved without a nay vote.

- **Approve Expenses Through January 31, 2024**
 - MOTION – Christina Chen moved to allow payment of ordinary and necessary bills until the next General Association meeting on January 31, 2024. The motion was seconded by Jori Mendivil and approved without a nay vote.
- **Approve 2023-2024 Budget Updates (Spelling Bee & Spirit Wear)**
 - The sixth grade teachers have decided to enroll in the Spelling Bee this year.
 - MOTION – Christina Chen moved to approve the addition of line item 230Q for \$200 to the 2023-2024 budget for the expense of the \$180 enrollment fee and \$7.50 check fee (totaling \$187.50) for the Spelling Bee. The motion was seconded by Jason Chao and approved without a nay vote.
 - Spirit wear has been very successful this year. We have had to purchase additional spirit wear to fill additional orders and have gone over budget. The last order was \$966.
 - MOTION – Christina Chen moved to increase the budget to cover the increased expense of spirit wear. The motion was seconded by Jesslyn Stewart and approved without a nay vote.

c. VP Ways & Means – Crystal Spitale

- **Membership Drive Results**
 - Our membership drive raised \$57,504.31. We had an 87% family participation rate and 87% student participation rate.

d. VP Membership – Jason Chao

- **Directory Update**
 - We are targeting delivery of directories before Thanksgiving, but will probably occur after.
- **Upcoming Guest Speakers**
 - We expect Mathew Aragon with IPD to speak at the next General Association meeting to discuss physical and online safety.

e. VP Curriculum/Program Updates – Will Yeh

- Reflections/Recess Art/Running Club/BC Connections/Student Assemblies/Talent Show/Harvest Cup

4. President’s Update – Rhea Weiss

- **Community Outreach Upcoming Events**
 - Families Forward – Donate canned goods.
 - Dine Out Night is approaching.
 - Minted
 - Run Club
 - Harvest Cup in December. Teams are formed.
 - Variety Show

- **Spring Fundraiser**
 - March 8 at Strawberry Farms. Color the Canyon theme. Other big fundraiser after membership drive. Email Rhea if interested in donating/fundraising/supporting.
- **IPSF Annual Giving Campaign**
 - We turned Irvine orange last month and exceeded the fundraising goal.
 - PTA is school site specific. IPSF is district-wide. IPSF was formed because Irvine is the lowest funded district in the country.
 - Examples of IPSF funding include ACE and staffing support.
- **Available Volunteer Opportunities**
 - Spring Fundraiser Committee
 - Recess Art
 - PTA Meeting Hospitality Chair
 - Running Club Help. Mondays 3:00-3:45.
- **How to Stay Informed with PTA**
 - Website
 - Instagram
 - Newsletter

5. Principal's Report – Corey Pace

- New playground in kinder.
- PTA does an excellent job funding field trips (100% funded).
- Another Principal's Coffee will be held on Wednesday, November 29.

Meeting adjourned at 9:03 am.