

**Creative Connections Arts Academy**  
**Parent Teacher Organization Regular Meeting Agenda**  
**Tuesday, September 11, 2012**  
**3:30 P.M. to 5:00 P.M.**  
**Library Media Center – Arutus Campus**

**Date Approved: November 13, 2012**

**Call to Order:** A regular meeting of the Parent Teacher Organization, CCAA, was held in CCAA LMC, North Highlands, CA on September 11, 2012. The meeting convened at 3:38 PM. President Alicia Fuller presiding, Tina Corben, secretary.

Members of the Board in attendance were **Alicia Fuller**, President; **Valina Combs**, 1<sup>st</sup> Vice President; **Alexandra Manzo**, 2<sup>nd</sup> Vice President; **Julia Gordon**, Treasurer; **Tina Corben**, Secretary; **Jennifer Bourgeois**, Parliamentarian; **Dale Owen**, Parent Volunteer Coordinator; **Elaine Douglas**, Principal; and **Gary Brooks**, **Mary Castellanos**, and **Jen Mizuno**, Faculty reps.

Members of the Board absent: none

Community Members present: Marie Rousseau, John Berchielli, Kim Brownell, Janel Yeisley, Jenny Moore, Lilian Acosta, Victor's mom (Lilian's sister)

**Approval of Minutes:** Minutes reviewed by all members present. No changes brought forth.

**Motion:** moved by Julia Gordon and seconded by Valina Combs to approve the minutes of August 24, 2012 Regular Meeting. **Motion carried unanimously.**

**Principal's Forum:** Ms. Douglas arrived late, this item moved to later in agenda

**Officers Reports:**

President's Report: Alicia is tallying up last Entertainment sales, as of today, we are not reaching our goal but we are ok; Friday she meets with Heidi (sales rep from Entertainment) to work on invoice and settling all numbers.

Update on Talent Show at Arutas: Gary reported that there was no time for discussion of this idea at last staff meeting, tabled until October meeting after he is able to do so.

**Community Forum:**

1. John Berchielli presented to board, request for money (\$800 for entire crew to do the work, whole project totally at both sites, all supplies and workers included, and we can provide more workers), Common Vision planning to work Sept 23rd. We have opportunity to put in automated drip irrigation in Arutas Orchard, but weeds not taken care of by them – we need parent volunteers to do so before then. Mulch needs to be added to help control weeds, SMUD will dump mulch on site and volunteers needed to move from pile to orchard. Parent Cherize Spencer has volunteered to coordinate the work days at Walerga. Plans are in works to put permanent retaining wall to contain mulch and water, which now drains into buildings as buildings have sunk. Jenn B. will put together a flyer from material provided by John and get workers via facebook. Elaine will also have it announced on our NTI system. 10:30 start work time

**Motion** made to approve the expenditure of \$800 to Common Vision for the installation of a drip system in Arutas orchard and extra work at Walerga orchard by Tina Corben and seconded by Jenn Bourgeois, **Motion carried unanimously.**

2. Jenn presented on Maribeth Williams' behalf asking for "staff" money allotted to RSP teacher and Speech teacher comparable to what other staff members are allotted. Discussion ensued, board requested that Maribeth present her needs at the next meeting, discussion tabled.
3. Jenn presented on Arutas office staff who would like to sell Smencils to raise money for office supplies not covered by district funds. They are asking for start up funds in the amount of \$275 to start the program. Line items must coincide with IRS budgeting categories and tax codes.

***Motion made by Valina, seconded by Alex to loan the office staff the money to start selling these items. Motion carried unanimously.***

4. Tina presented on behalf of Debbie Rowden, who would like to coordinate World's Finest Candy Bar Fundraiser for individual 6<sup>th</sup>-8<sup>th</sup> grade students to raise money towards their individual trips for East Coast, Westminster Woods, and Santa Cruz. Start and end time specifics needed from Debbie.

***Principal's forum (out of order):***

1. Superhero Spirit Day – consolidate some of our activity and our recognition of our student of the month program on K-5 Arutas campus, as well as Good Day Sacramento will be here for press opportunity. Victor (5<sup>th</sup> grader in Brooks' class) who sold her an Entertainment Book on the Good Day Sacramento morning show invited her back for this event.
2. Training for parent and staff committees for School Site Council and ELAC team and SLT (School Leadership Team: Tracey Lilley, Gary Brooks, DeAnna Myers, Mary Castellanos, Maribeth Williams and Desire Hansen) September 17<sup>th</sup> evening with dinner.
3. Principal Chat (formerly known as Principal's Tea) on Mondays @ 8:45 at Arutas, except on last Monday of each month it will move to evening @ 5pm at Walerga.
4. Focusing on where CCAA is on our technology plan – money has been set aside for the 2012-2013 school year for technology advances. The purchase of Smart boards and training for those teachers has been made. Thuy Pham is teaching a district academy technology class which many of our staff members will be a part of as well.

***Budget report:*** nothing incoming, just payments out. Staff requests tracking entertainment books that aren't returned even though we won't be charged by the company for them to reinforce the responsibility of accepting book with our families.

***Unfinished Business:***

1. Bylaw Review and Approval of Revisions – Special Meeting – Tuesday, September 18, 2012 – 6PM set as closed Meeting of the Board – Chevy's chosen, Alicia will make reservations and let us know which location.
2. Spirit ware Update – based on survey, mock ups created by company chosen, Valina will forward photos of mock ups to rest of board. We are going to send out order forms as soon as pricing is set to return by early October so we can start filling orders by carnival. Request made to have samples available for sizing checks before orders are placed? Local company will give us a quick turn around.
3. Roller skating flyer distributed and approved.
4. Horror Movie night flyer approved with permission slip format like junior high skate nights and dances.
5. Volunteer Spot edit needed, Marie will fix the date needed for Carnival cupcakes.
6. Jubilee Update: Alicia will coordinate the application and fee (\$25) needed for booth
7. Carnival: Volunteer Spot has been updated and parents are starting to volunteer. PTO Board members needed at specific areas to supervise wings of games. Parent volunteer needed to run Pumpkin Silent Auction. All volunteers sign in with Dale. All haunted house kid volunteers will go through Marie. Adult volunteers for Haunted House will go through Dale. If volunteer doesn't show – sign is posted that game is shut down due to

lack of volunteers. Three cash boxes: entrance, snack bar. \$10 wristband (restrictions apply – only once through haunted house, silly string, and one other). Candy student runner, water runner, stuffie runners needed. Alex will formally ask bounce house family to be a part of carnival and craft fair. Money needed to advertise in local papers, evite, printed flyers to Hillsdale/Allison/Kohler Elementary. Dale will contact carpenters and get an A frame plywood sign made for us to reuse over and over and place on corner of Keema and Walerga.

8. Idea presented regarding partnering with local arts organizations and propose to them to help pay for our Walerga marquee which can promote their events as well as our events. Roughly \$15,000 needed to cover that.
9. Pancake Breakfast – Valina will not be able to attend Craft Fair meeting tonight. Valina is working on getting access to Walerga kitchen.

***New Business:*** None

***Announcements:*** none

***Adjournment:*** October 9, 2012 at 3:30 PM and the Arutas Campus CCAA LMC, North Highlands, CA were fixed as the time and place of the next regular meeting and the September 11, 2012 regular meeting was adjourned at 5:26 PM.

**TINA HUGHES-CORBEN**

Secretary

**NOVEMBER 13, 2012**

Date of Approval