



PTO Unit Meeting Minutes: August 23, 2023

I. Call to order

Maria Fong called meeting to order at 5:36pm

II. Roll Call

A. Present On-Line

Maria Fong, President
Alana Hammer, Membership
Ashley Vasquez, Fundraising
Marcela Ahumada, Historian Co-Chair
Gilda Farias, Recording Secretary
Irene Najera, Vice-President
Jackie Rejon, Treasurer
Monica Sigarroa, Programs
Patty Carrion, Correspondence Secretary
Bianca Perez, Parliamentarian
Erin Pedrin, Fundraising Co-Chair
Claudia Carballo, Volunteer Coordinator Co-Chair
Sonja Ortiz, Historian
Daniel Romo, Principal
Vaness Galang, Teacher
Shane, Parent

B. Not present

Diane Atienza, Membership Co-Chair
Monica Meza, Volunteer Coordinator
Deborah Aguila, Programs Co-Chair
Sally Mangosing, Teacher
Sherri Ogas, Teacher

III. Action Items

A. Bylaws Revision - Approved

1. Mission Statement: The Mission of the Heritage Parent Teacher Organization is to create and sustain close relationships between parents, teachers, and students, and to promote a school community where our students thrive, are safe, and have access to a high-quality educational environment.

2. Article III – Meetings: Executive Board (added) Only one vote per position shall be counted. If there's more than one officer per position, only the primary officer shall vote. The secondary officer shall vote in the absence of the primary officer.
3. Article IV – Executive Board: Positions (added)- except for President and Vice-President.
4. Article V – Elections: Procedure (added) Two officers can be elected for each position, except for President and Vice-President, a primary officer, and secondary officer.
5. Article VI – Finances:
 - a. The Treasurer has the authority to increase the Cost of Goods Sold (COGS) for fundraisers that span over multiple days (i.e., Spirit wear, Holiday Grams, etc.) without a vote requirement. This authority can only be executed if the approved budget's net profit has been surpassed. The increase can only be in increments of up to \$1,000 and not to exceed 80% of the budget's net profit excess. The Treasurer can approve multiple increases as necessary to complete the approved length of the fundraiser. The Treasurer is required to notify the executive board via email of the specifics of each increase.
 - b. The budget can contain a Miscellaneous Expense that is not tied to a specific expense but can ONLY be utilized to: Increase the amount allocated to the Operating, Special Event, Student Support, or Curriculum Support expenses. Moving funds to any of these expense funds requires the Executive Board's vote.

B. Master Budget Approval

1. Approved
 - a) 15 voted Yes
 - b) 1 Abstention

Alana Hammer: While not concerned with the current budget. My concern is on the long-term impact the new approach and vision may have on fundraising efforts for future years. It's been proposed that curriculum grants, yard duty budget, technology, VAPA support, and custodial support, all be on the chopping block for next year's budget cuts to accommodate the new vision. While not opposed to the new vision, I think it's extremely important that this vision and the potential long-term impacts be communicated to our teachers and parents to ensure we get community buy-in and prevent potential blowbacks. As a parent, I would want to know that my contributions are no longer going to be supporting things that are important to many such as technology and curriculum grants. Since this communication has not occurred with the teachers and parents, I cannot vote Yes on today's budget. For these reasons, I regret that I must Abstain from today's vote. While I will not vote No, because the budget accommodates the new vision. I abstain with no vote.

IV. Next meeting

A. September 11, 2023 @ 5:30pm.

Meeting adjourned at 6:25pm