

Cabrillo PTO Meeting Agenda. Your Voice Counts

Cabrillo PTO Meeting - Executive Board Meeting

Date: **September 10, 2020**

Time: 5:00pm



AGENDA ITEM

PRESENTER

Call to Order	President
Introduction of Attendees	All in attendance
Time Keeper	_____
Approval of Previous Meeting's Minutes August 2020 Minutes	
Teachers' Report:	Report (4 min)
Principals Report:	Annie Flores-Aikey (4 min)
Information & Discussion Items:	
1. Clarifying Executive Board Members & Meetings	→ Angelique
2. Introduction of volunteers for Secretary position	→ Angelique & guests
3. PTO budget for 2020-2021 a. Budget Memo b. Updated Reimbursement Form c. Request for Funding form	→ Amber, Natalie & all
4. Rhythm & Moves, Spindrift a. Update on Programs & Funding	→ Annie
Officers' Reports (5 minutes Reports)	
1. President	Angelique Barry

Meeting Norms - Everyone's point of view counts and is well-intentioned. Please allow everyone to express their point of view without interruption. Let us speak to one another with intelligence and respect. Please try to keep reports to 3 to 5 minutes.

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2. Treasurer Amber Porter & Natalie Weidemier
[Budget Analysis thru 9.10.2020](#)
[Profit and Loss thru 9.10.2020](#)
[Proposed 2020-2021 Budget](#)
3. VP Fundraising Chairs
4. VP Lower Grade Liaisons Jennifer Russitano
5. VP Upper Grade Liaisons Stephanie Harrington
6. VP Visual & Performing Arts Brad Switzer
7. VP After School Enrichment Program(ASEP) Suzanne Lifson Salazar & Lisa To

Committee's Reports

1. Communication Coordinator Michela Christensen
2. Grant Writer Orianne Delfosse
3. Education Enrichment Fund Drive Mara Higdon
4. Pacifica Education Foundation Ashley Larsen
5. Volunteer Coordinator

Next Meeting: Thursday, October 1st, 2020

Agenda Topics due: Wednesday, September 30th by 12pm to:
cabrilloPTOboard@gmail.com

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