

Minutes of the PTO Meeting
Balboa City School
October 6, 2009

Welcome & Introductions

President Lisa Catlin called the meeting to order at 8:30 AM. There were twelve parents in attendance.

Back to School Night

The main topic for the meeting was Back to School Night. The event will be held on October 27th from 6:00PM to 8:00PM. The format of the evening will be social; kids will be invited to attend with their parents. Dr. Parker and Lisa Catlin will each speak for a few minutes and teachers will be available to discuss overall class room activities.

Event Invitations

Event invitations will be coordinated by BCS staff. The invitation will include instructions to RSVP in order to determine a head count.

Food

Judy Walden will coordinate food for purchase from the Lunch Box program including Bronx Pizza, Extreme Pita and Alex's Brown Bag. Items will be priced between \$5 and \$6. Judy will also coordinate beverages. Dessert was not discussed.

Event Set Up and Clean Up

Volunteers are still needed for event set up and clean up. The PTO is looking for five volunteers for each. Mayumi Rowan will coordinate lighting.

Informational Tables

The following informational tables will be set up in the front courtyard to provide parents with an overview of the extracurricular activities at the school:

- Dragon Noodles - TBD
- Year Book Committee - TBD
- Parent Teacher Organization – Lisa Catlin, Linda Barner
- After School Care/Summer School Day Camp – Kathleen Kubota, Coach Marty
- Boy Scouts – Need to speak to Dayon Higgins
- E-script/Box Tops/One Cause – Kathleen Kubota, Mona Sullivan, Lynn Kelly
 - Need to set up a computer
 - Committee would like to offer a raffle prize for signing up for E-Script programs – prize coordination TBD
- Equestrian – TBD
- Other?

Each table leader needs to coordinate a flyer for their program to distribute in an information packet for parents to take home. Lynn Marker offered to coordinate a large

board for the school programs – send all pictures to her. Individual table signage still needs to be discussed.

Other Topics

The following topics were tabled for later discussion:

Manners Program (Mr. Benjamin)

Music Program

Teacher Wish List

After School Care Support

Tai Kwon Do – Need to find a new teacher

The meeting was adjourned at 9:30AM. The next PTO meeting will be held on November 10th at 8:30 AM in the IEP room.

Respectfully submitted by,

Kathleen Kubota