

IBL PTO General Meeting  
January 20, 2022

**In Attendance:**

Exec. Board Members:

Jamie Warden (V.P.), Danielle Kehr (Recording Secretary), Margaret Matthews (General Board Member), Phuong Khuu (General Board Member), Kiyomi Arai (Fundraising), Michelle Gray (Parent Council Representative), Brandice Anderson (Treasurer), Karen Stevenson (General Board Member), Romany Siefertman (Communications), Jane Nicholson (General Board Member), Janelle Jones (President)

**Principal & Advisory Present:**

Principal Dan Lyttle, Jane Solano

Meeting called to order at 6:32 by Janell

Michelle moved to approve the December 16, 2021 minutes. Romanay seconded the motion. The minutes were approved unanimously.

**Guest Speakers**

None

**Principal's Report**

Challenge Day was postponed for eighth grade. Kelly McCarthy will reschedule it. The seventh grade challenge day is still scheduled for February 14 and 15, 2022. 75 percent of the student population is doing pooled testing. There is the second window of the i-ready assessments going on right now. The final virtual school tour on Wednesday afternoon.

**Parent Council Representative**

There have been a few board meetings. The updated dress code has been approved. There was a discussion about the state of the fields. Michelle will meet with Dan on how to make fields safer. Elna Flynn planning is going ahead. Nominations are due by March 15, 2022. Friday, May 13, 2022 is the tentative date for the dinner.

**President's Report**

Thanks to Jamie for getting the spirit wear sales going. She is still working on snack bar and popsicle sales.

**Fundraising**

Leanna and I are filling out the fireworks application and plan on submitting the application next week. It's due by February 7th.

Brandice, the only thing we need right now to complete the application is our Federal ID number as a non-profit organization.

Next Steps:

By March 31st: \$787 *Permit Fee* (upon notification of our application)

By June 15th: A copy of our *Certificate of Insurance* to the Finance Department

Date unknown: Secure a *State Fire Marshal License* (\$50) from the State Fire Marshal Office (1131 S. Street, Sacramento, CA 94814 916-445-8373)

Create a Volunteer Sign Up List for Firework shifts and for the Beach Clean Up Days. - Stephanie, we will be in touch in the coming months with more details.

Once approved it is crucial to publicize this fundraiser early and often before the school year ends. This is our major fundraiser for the next fiscal year and we need MORE volunteers signed up earlier. In addition, it is important for our school community to know that we need them to buy from our booth and support IBL.

There was also a discussion about possibly doing the Big 3 raffle.

### **Volunteer Coordinator**

Nothing new to report. People are signing up for popsicle and snack bar sales.

### **Treasurer's Report**

There hasn't been much of a change in the outflow and inflow. If there is a raffle, the raffle report has to be filed and takes about a month to get it back from the government. Romany will publicize Amazon Smile in each newsletter.

### **Vice- President's Report**

Nothing new to report. Jamie will work on getting larger sizes for the sweatshirts.

### **Communications**

Nothing new to report. Romany will include asking for more parent volunteers for the seventh grade challenge days.

### **Teacher Representative**

The teachers are thankful for all of the support. Jane Solano wanted to know if there would be Greek Fest this year, the second week of May. Dan said that it can be planned if it can be done outside.

### **Other**

**Meeting Adjourned** at 7:29 by Janell  
**Next meeting** February 17th @ 6:30

Submitted by Danielle Kehr