

PTA Meeting Minutes

Wednesday, September 17, 2025 at 6:00pm

Meeting called to order by Jezell Ramirez, President, at 6:19pm

In attendance:

There were 26 members in attendance

Executive Board Members: Jezell Ramirez, Donna Lane Ramirez, Ermelinda Pagan, and Maria Luna

Title 1 Members: Tina Sepulveda, Andrea Pavlacka

Childcare was not provided for this meeting

No minutes were presented for approval at this meeting

PTA Meeting

Call to Order & Introductions

Jezell Ramirez, newly elected PTA President, introduced herself to the attendees and welcomed everyone to the meeting. She then introduced the PTA and Title 1 leadership team:

- Donna Lane Ramirez – PTA Vice President
- Ermelinda Pagan – PTA Treasurer
- Tina Sepulveda – Title 1 Chairperson
- Andrea Pavlacka – Title 1 Secretary

Jezell thanked everyone for attending and shared that the PTA is working toward doing things new and differently, including the use of QR codes to streamline communication, attendance tracking, and forms.

Fundraising & PTA Updates

Bake Sales

- The meeting day marked the first bake sale.
- There is a possibility of an emergency bake sale on Friday; if confirmed, an email blast will be sent the following day.
- The PTA plans to host bake sales on the second Wednesday of each month, with advance notice sent to parents.

Sixth Grade Fundraiser

- Current fundraising efforts are focused on the sixth grade, described as the “former kindergarten COVID babies.”
- These students missed major milestones, including:
 - Kindergarten graduation
 - Recognition for moving into middle school
- Since fifth grade transitions internally at the school, there is typically no formal celebration.
- The PTA’s goal is to provide a “Welcome to Sixth Grade” trip before the end of the school year.

- Fundraising goal: \$2,800
- All bake sales and fall events will directly support this trip.

Upcoming Events

Fall Festival / Flea Market

- This will be the first official PTA event.
- Vendor table fees:
 - Half table: \$30
 - Full table: \$60
- Clarification was made that:
 - The PTA will not take a percentage of vendor sales.
 - The PTA will retain only the table fee.

Fall Festival Activities

- Carnival area admission:
 - \$2 per person
 - Family special: 4 people for \$4
- Activities include:
 - Games
 - Bouncy house
 - Music
- The PTA is attempting to include the food pantry.
 - A separate ticket will be available for families who wish to access only the food pantry without participating in the carnival activities.

Scholastic Book Fair

- Scheduled for November 17–21, with a possible extension to Saturday, November 22.
- A Literacy Night will be held during the book fair.

Treasurer's Report

Ermelinda Pagan, PTA Treasurer, reported:

- Current bank balance: \$3,065
- This amount rolled over from the previous school year and represents the starting funds available to the PTA.

Additional PTA Goals

- The PTA aims to support:
 - Kindergarten cap and gowns
 - Fourth grade recognition
- Fourth graders currently receive no special acknowledgment when transitioning to the larger building.
- The PTA plans to:
 - Host a dance for fourth graders
 - Provide time in the new building
 - Offer a full tour to help students feel comfortable and confident

QR Codes & PTA Meeting Schedule

- Attendees were asked to scan QR codes to:
 - Record meeting attendance
 - Complete the PTA Meeting Schedule Poll
- PTA meetings will take place during the third week of each month.
- The exact meeting date will be finalized once voting closes the same day.

Title 1 Update

Tina Sepulveda, Title 1 Chairperson, addressed the attendees:

- She explained that a full Title 1 plan could not yet be presented because an additional vote is required.
- Title 1 funding supports enrichment activities such as:
 - Dave & Buster's
 - Brainwash
 - Intrepid Museum trips
 - Cooking classes
 - Writing classes
- A detailed plan for Title 1 spending will be presented at the next meeting.

Secretary Introduction

Jezell introduced Maria Luna, PTA Secretary, noting her role in managing QR codes and digital organization.

Adjournment

The meeting was adjourned at 6:29 PM