



Cupertino Middle School Parent Teacher Organization (CMS PTO) [Board Meeting Agenda](#)
Monday, April 24, 2023, 7:30 pm
[Zoom Call](#)

Attendees

	Board Members	Present	Absent
1	President: Cindy Klaje	x	
2	President: Manuela Silveira	x	
3	Secretary: Denise Twum	x	
4	Treasurer: Ronda Gieryn	x	
5	Treasurer: Erin Iyama		x
6	Fundraising: Abha Nulkar		x
7	Fundraising: Marie Barrigar	x	

	Board Members	Present	Absent
10	Community Events Lead: Anuja Surlaker		x
11	Communications Lead: Raka Agrawal		x
12	Communications Lead: Jenny McNeill	x	
13	Emeritus Officer: May Bakken		x
14	Principal: Jean Wang	x	
15	Assistant Principal: Alvin Marquez		x
16	Teacher Rep.: Dennis Harting		x

8	Community Events Lead: Shruti Dixit		x
9	Community Events Lead: Thushitha Deepak	x	

17	Teacher Rep.:		
18	Teacher Rep.:		

Membership at large:

Please note that background information, updates, and the detailed agenda are available through the April [Meeting & Agenda](#) Materials folder. The meeting notes below capture comments, action items, and decisions not outlined in the Meeting Materials.

Meeting called to order at **7:33pm** by Manuela Silveira

Meeting Minutes		
#	Agenda Item	Notes, Action Items , and Decisions
1	Principal and Teacher Rep Reports	Principal: Jean Wang <ul style="list-style-type: none"> ● Requests <ul style="list-style-type: none"> ○ <i>Furniture for 2 science labs</i> <ul style="list-style-type: none"> ■ Hertz company was out on break. Was communicating with Jeff Hertz. ■ District is closing books soon so this request will ensure that the new science tables will be delivered and installed before the start of the 2023/24 school year.

		<ul style="list-style-type: none"> ■ PTO approved purchase of some tables two years ago. ■ The new tables aren't the same but are comparable in quality and price. ■ The styles don't match but the 2 classrooms are smaller so they will have the same style. ■ Question: Price on quote is half what was initially quoted. Why? <ul style="list-style-type: none"> ● They are completely different tables, lighter in frame. ● \$16382.42, taxes and delivery fee included. 18 tables (9 tables per classroom). ● Each table will have casters to make it easier to move ■ Manuela makes motion to approve purchase of furniture for 2 science classrooms for no more than \$16400. Ronda seconds. <ul style="list-style-type: none"> ● 7 ayes, motion passes.
2	Board Updates	<p>President: Manuela Silveira</p> <ul style="list-style-type: none"> ● Requests <ul style="list-style-type: none"> ○ <i>Popsicles for 8th grade promotion ceremony practice</i> <ul style="list-style-type: none"> ■ Mr. Marquez sent an email asking for popsicles for the 8th graders during the promotion ceremony practice run. ■ We can purchase otterpops, freeze them. ■ Will this come from the 8th grade party budget? No. ■ Need to make a motion. ■ Manuela makes a motion for \$100 to buy otter pops for 8th grade promotion ceremony practice.

		<ul style="list-style-type: none"> ○ 7 ayes, motion passes. <p>Treasurer: Ronda Gieryn</p> <ul style="list-style-type: none"> ● Updates <ul style="list-style-type: none"> ○ Do you need anything else from Ronda for the Spring Fling? - No. ○ Budget for next year: \$120k starting balance. Does not include any potential incoming donations, and other expenses removed.(upcoming events for the end of this school year). ○ Budget shows that we'll have to raise about \$80k for next year.
3	Discussion Items	<ul style="list-style-type: none"> ●
4	Open Comments & Questions	<ul style="list-style-type: none"> ●

Meeting adjourned at 7:47pm by Manuela Silveira.

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Minutes review and approval

Board Role	Name of reviewer	Date of review	Approval
President	Manuela Silveira	6/1/2023	MS
Treasurer			
Fundraising			
Community Events			
Communications		6/1/2023	JMc
Emeritus Officer			
Principal			
Teacher			