



Cupertino Middle School Parent Teacher Organization (CMS PTO)

[Board Meeting Agenda](#)

8 October 2025

[Zoom Call](#)

Attendees

	Board Members	Present	Absent
1	President: Behrooz Mahaseni	X	
2	Secretary: Christa-Lynn Vampola	X	
3	Treasurer: Noa Matzliach	X	
4	Treasurer: Peggy Alavi		X
5	Direct Donations: Mijung An		X
6	Fundraising: Ilan Aliphas		X
7	Fundraising: Ashka Vakil	X	

	Board Members	Present	Absent
9	Community - Large Events: Hiba Hashlamoun	X	
10	Communications: Jenny Passi Schwarzberg		X
11	Principal: Alison Zuniga	X	
12	Assistant Principal: Cory Morgan		X
13	Assistant Principal: Carmen Andrade		X
14	Teacher Rep.: Michael Jacobs	X	
15	Community - Small Events: Nandana Kudeti		X

8	Community - Large Events: Donna Clements		X

16	Community - Small Events: Juju Liang		X

Membership at large: Patty Miyasato

Please note that background information, updates, and the detailed agenda are available through the [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 6:35pm by Behrooz Mahaseni.

Meeting Minutes		
#	Agenda Item	Notes, <b>Action Items</b> , and <b>Decisions</b>
1	Principal and Teacher Rep Reports	<p>Principal: Alison Zuniga</p> <p>Updates</p> <ul style="list-style-type: none"> <li>● Successful visit from Toyokawa, Japan earlier this week <ul style="list-style-type: none"> <li>○ We hosted 16 students from our Sister City</li> <li>○ Students acted as tour guides on campus</li> </ul> </li> <li>● Disaster Drill next week: California Shake Out (10/16)</li> <li>● First rally at the end of the month, linked to Halloween</li> <li>● Wellness Center update soft launch in mid November ahead of Holiday season <ul style="list-style-type: none"> <li>○ Full launch expected in Spring</li> </ul> </li> </ul>

		<p>Proposals</p> <ul style="list-style-type: none"> <li>• None</li> </ul> <p>Follow-Ups</p> <ul style="list-style-type: none"> <li>• None</li> </ul> <p>Teacher Reps: Michael Jacobs</p> <p>Updates</p> <ul style="list-style-type: none"> <li>• Alexis Sharpe - Yearbook staff has started preparing for 70th volume, also this week is National yearbook week</li> <li>• Diana Brzozowski - shared pictures from Advanced Drama</li> </ul> <p>Follow-Ups</p> <ul style="list-style-type: none"> <li>• None</li> </ul>
2	Board Updates	<p>President: Behrooz Mahasseni</p> <p>Updates</p> <ul style="list-style-type: none"> <li>• CUSD Parent Leader Meeting (9/12) - general meeting with other PTO Leaders <ul style="list-style-type: none"> <li>○ Confirmed the donation matching</li> <li>○ Changes from federal funding may impact district and school, we will monitor to see what programs need more support</li> </ul> </li> <li>• Invitation to Parent Leaders (10/23 6-7:30pm) - linked to Project Cornerstone, related to</li> </ul>

neuroscience and development

- Also want to bring her as a speaker for the CMS Staff, in the works for next year
- Will coordinate in WhatsApp parents to represent CMS, space is limited
- Alison can follow up on how many seats we can have
- First Aid Kit and Emergency Response Preparation
  - How much can we support next year?
  - Will need an estimate of the expected costs, needs periodic update to the food and water supplies
- Insurance Policy Update - needed to increase coverage from \$1M to \$2M per mandate from CUSD
- Minutes Approvals - need to approve meeting minutes within 2 weeks, reminder to Board members to review and approve in a timely fashion
- Parents Social - in the past there have been parents socials that align with the student socials, these have been run by PTO (organized by small events leads). They would typically have a speaker on a general parenting topic.
  - Next student social is Halloween Social on 10/31 after school
  - Since the Fall Family night is 2 weeks prior, decided to skip this time but will plan ahead for the spring student social

Follow-Ups

- The need for a parent rep for DLAC has been fulfilled
- Conflict of Interest forms were sent via email prior to meeting today
  - Board members to review, sign and upload the completed form [here](#)

Treasurer: Noa Matzliach & Peggy Alavi

Updates

- **Total income** for the school year 2025-2026 is **\$10,348**

- **Total expenses** for the school year 2025-2026 is **\$5,880**
- Balance as of August 31, 2025 is \$141,460
- Total number of families donated is 28 families out of 300 forecasted.
- We are at 10% from our income budget.
- Current average donation is \$273 per family (not including corporate matching).

#### Follow-Ups

- None

#### Direct Donations: Mijung An

#### Updates

- Updated Direct Donation Campaign Poster linked in slides

#### Follow-Ups

- None

#### Fundraising: Ilan Aliphas, Ashka Vakil

#### Updates

- Sep 15 - Pizza My Heart was successful
  - 44 orders received
  - \$452.2 raised
- Planning Nov Fundraising
  - Chipotle and GongCha (most likely)
- Ashka shared link to Google Drive where we keep historical info for Fundraising activities

- **+** CMS PTO Fundraising

#### Follow-Ups

- Ashka still does not have access to shared fundraising email, has password but the 2-factor authentication doesn't go to either Ilan or Ashka so she is unable to sign in
  - Action item: Behrooz will look into it in the Admin account to see if he can reset and remove the two-factor authentication
- Suggestions from Hiba for Holiday season: gift card fundraising (Nimitz does this and raises several thousand dollars), Sees Candy (really easy and popular)

#### Community - Small Events: Nandana Kudeti and Juju Liang

#### Updates

- None

#### Follow-Ups

- Behrooz will follow up with Marie

#### Community - Large Events: Donna Claments, Hiba Hashlamoun

#### Updates

- FFN 10/17 from 5-7pm
  - Everything on track for FFN
  - Need to ensure the custodian will leave the bathrooms open
  - We have a volunteer for a DJ

- Performances start at 5 and then will give the mic to the Principal and PTO President to welcome everyone
- Need at least 2 people at the PTO table, we will have QR codes for Direct Donations
  - There are small PTO gifts (pencils, pen, etc) that we can give to families that make a donation
  - Need someone to be a volunteer coordinator
- Usually have a separate parking spot, parking permits for spots on Bernardo have been shared with the parents
- Around 22 high school volunteers
- There will be 11 country-tables, 2 tables per country
- Need more paper plates, we are good on utensils
- Tables and chairs will come from Bernardo Gym
- Board members should stay to help clean up, with high school volunteers
- Would like a reminder flyer and a reminder in the newsletter/on ParentSquare on Monday, will coordinate with Jenny

Follow-Ups

- None

Communications: Jenny Passi Schwarzberg

Updates

- None

Follow-Ups

- None

		<p>Secretary: Christa-Lynn Vampola</p> <p>Updates</p> <ul style="list-style-type: none"> <li>• Reminder to review and approve Meeting Minutes</li> </ul> <p>Follow-Ups</p>
3	Discussion Items	<ul style="list-style-type: none"> <li>• None</li> </ul>
4	Open Comments & Questions	<ul style="list-style-type: none"> <li>• West Valley decided to move their Fall event to the Spring, we will do better to communicate with PTOs for the CMS feeder schools</li> </ul>

Meeting adjourned at 7:19pm by Behrooz Mahasseni.

\* \* \* \* \*

**Minutes review and approval**

Board Role	Name of reviewer	Date of review	Approval
President	Behrooz Mahasseni	10/16/2025	BM
Treasurer	Noa Matzliach	10/09/2025	NM
Direct Donations	Mijung An	10/8/2025	MA
Fundraising			
Community Events	Hiba Hashlamoun	10/9/2025	H.H
Communications	Jenny Passi Schwarzberg	10/12/2025	JP
Emeritus Officer			
Principal	Alison Zuniga	10/9/25	AZ
Teacher	Michael Jacobs	10/09/25	MJ