



Cupertino Middle School Parent Teacher Organization (CMS PTO)

[Board Meeting Agenda](#)

8 April 2026

[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: None

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 8:05pm by Behrooz Mahaseni.

Meeting Minutes		
#	Agenda Item	Notes, Action Items , and Decisions
1	Principal and Teacher Rep Reports	<p>Principal: Alison Zuniga</p> <p>Updates</p> <ul style="list-style-type: none"> ● CMS students left today by bus for Disney <ul style="list-style-type: none"> ○ Assistant Principal Carmen Andrade in attendance ● Summer Send Off for 8th grade promotion <ul style="list-style-type: none"> ○ Have 3-4 volunteer parents to be part of committee, still looking for a chair (Carmen acting as lead in interim)

- Anyone interested from PTO in being the chair parent for summer send off?
 - In past, if PTO was involved it was as an 8th grade parent (we don't have one this year)
 - Thursday June 4 (minimum day) 9am-12pm
 - Field day (carnival, food games, rally, awards)
 - Requesting pop up tents from parents/families
 - Questions:
 - Who is the PTO contact to connect to our parent committee for access to the \$9k budget?
 - Treasurer (Noa shared email in chat)
 - What is the turn around for reimbursement for the \$9k?
 - Process is to turn in reimbursement form + receipts/invoices by email, Treasurer will issue checks, usually in bulk
 - Turn around time TBD, Noa will be traveling starting June 6
 - Can PTO host a raffle for 8th graders/spinner? (\$5 gift cards)
 - Gift cards would come from budget for 8th grade promotion
 - If students aren't buying tickets for the raffle then permit is not needed (no income generated from raffle)
- 7-8th grade boys soccer team won the league championship last week
- Track and field starts this week
- CUSD Middle School Art contest - Voting was held this morning (shared pictures on slide)
- Safety on streets around school, especially Helena and Bernardo
 - Parents need to be aware that U-turns are illegal on Helena and Bernardo
 - Reminder to parents to talk to your kids about electric scooters and using

crosswalks

- Plans for next year to better use parking lot for improved safety during drop off and pick up times
- Seeking help from local law enforcement

Proposals

- None

Follow-Ups

- None

Teacher Reps: Michael Jacobs

Updates

- Thank you from Lucinda Trice (Intervention Specialist) for approval for funding for board games
- Note from Anniek Bolsens (French teacher) about students participating in the National French Contest this Thursday

- Note from Alexis Sharp - students have completed the yearbook for the school year

- Thank you from Angie McCulloch for approval to purchase extra copies of book "Out of My Mind"

- Discussion about French electives at CMS: there is one section of French this year, next year the elective will be revamped to a language/humanities "Wheel", in two years the plan is to offer Japanese

		<ul style="list-style-type: none"> ● Dinosaurs Rock presentation for 7th Graders was a hit! <ul style="list-style-type: none"> ○ Clean up was still an issue ○ Will be considering other options next year ● Looking for parents to volunteer for the School Climate committee <ul style="list-style-type: none"> ○ Meeting on Wed April 22 after drop off in the library <p>Follow-Ups</p> <ul style="list-style-type: none"> ● None
2	Board Updates	<p>President: Behrooz Mahasseni</p> <p>Updates</p> <ul style="list-style-type: none"> ● New PTO members <ul style="list-style-type: none"> ○ Sarah HaCohen: coming from West Valley; interested in Communications/Direct Donations working with Jenny and Mijung ○ Karsten Manske: Treasurer at WVPTO; will join CMS-PTO next year as VP and will take President the following year ○ Nicole Basler: Behrooz reaching out for interest in Secretary role ○ Hiba will move to Treasurer role with Pegah ○ Ash will return, looking for 2nd person to help with Fundraising ○ Has not confirmed whether Large Events is returning ● Teacher Appreciation - planning for 2 events: <ul style="list-style-type: none"> ○ April 20th ○ Teacher Appreciation week (week of 5 May)

■ Hiba and Pegah volunteered to help out

- Budget
 - Behrooz will share link to budget with PTO after meeting
 - Not enough members to vote so will vote in May

Follow-Ups

- None

Treasurer: Noa Matzliach & Peggy Alavi

Updates

- Total income for the school year 2025-2026 as of 03/31/2026 is \$40,490
- Total expenses for the school year 2025-2026 as of 03/31/26 is \$17,767
- Balance (Checking+Savings) as of 03/31/26 is \$159,822
- Total number of families donated is 100 families out of 300 forecasted.
- We are at 39% from our income budget.
- Current average donation is \$275 per family (not including corporate matching)
- Discussion: Do we know where we are with expenses? Are we expecting a large number of expenses?
 - Nothing that we are anticipating but approved budget items will have to be paid

Follow-Ups

- None

Direct Donations: Mijung An

Updates

- Mijung and Jenny collaborating on campaign to stimulate direct donations
- Started end of March via flyers (WhatsApp groups) and newsletters
- Including incentives
- Discussion:
 - Treasurer noted that there were no donations via Benevity in March
 - Suggestion to include incentives for students that would motivate students to remind parents; students will also help navigate language barriers
 - Another suggestion to send photos of events that are sponsored by PTO each week to give visuals
 - Consider to updating the banner?
 - Could consider a raffle, eg. students purchase tickets to win a boba delivered by PTO at lunchtime
 - Doesn't resolve issue of direct donations but can help close the gap
 - Can we add a message to announcements (audio and slide deck)?
 - Good way to promote
 - Currently no official home room (Allison pushing for an official homeroom next year); announcements are 3rd period
 - Provide slide(s) or flyer and messaging to Allison
 - Behrooz to work with Pegah, Allison and Jenny (Allison to look at logistical piece with admin team)

Follow-Ups

- None

Fundraising: Ilan Aliphas, Ashka Vakil

Updates

- Updates sent via WHatsApp

Follow-Ups

- **None**

Community - Small Events: Nandana Kudeti and Juju Liang

Updates

- Behrooz in contact with Nandana about helping with Teacher Appreciation

Follow-Ups

- None

Community - Large Events: Donna Claments, Hiba Hashlamoun

Updates

- Need PTO members to sign up
 - Behrooz to send out link to sign up form
- Need 4 people to supervise volunteers and another 2-4 for supervising clean up (eg putting tables and chairs back in the gym)
- Will have chicken & waffle truck and a drink station

- Hiba will be at PTO table
- Need PTO approval to have a raffle
 - Can't vote at meeting, not enough PTO members attending
 - Behrooz to follow up
- PE teachers have not confirmed what games they will run
 - Allison will follow up with PE team

Follow-Ups

- None

Communications: Jenny Passi Schwarzberg

Updates

- Call for content for Newsletter - any remaining activities planned for this year?
- If not, recommending on focusing on direct donations campaign

Follow-Ups

- None

Secretary: Christa-Lynn Vampola

Updates

- Reminder to review and approve March and April Meeting Minutes

Follow-Ups

3	Discussion Items	•
4	Open Comments & Questions	•

Meeting adjourned at 7:56 pm by Behrooz Mahasseni.

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Minutes review and approval

Board Role	Name of reviewer	Date of review	Approval
President	Behrooz Mahasseni	05/14/26	BM
Treasurer	Noa Matzliach	5/10/26	NM
Direct Donations			
Fundraising			
Community Events	Hiba Hashlamoun	5/7/2026	

Communications	Jenny Passi Schwarzberg		
Principal	Alison Zuniga	5/10/26	AZ
Teacher			