

**Minutes of the PTO Meeting
Balboa City School
April 1, 2009**

Welcome and Introductions

The eighth Balboa City School PTO meeting was promptly called to order at 8:30 a.m. by President, Linda Barner. Linda welcomed all in attendance including new parent to BCS, Lisa Catlin, whose fourth grade son recently enrolled at Balboa. Lisa was introduced and warmly welcomed. Natalie Addleson, the school liason, between the PTO and the school was introduced also.

Grandparent's Tea

Linda Barner reported that this year Tea will be held on Friday, April 17, at 1:00, out in the school courtyard. Linda explained the Spring tradition of the Lower School using the Grandparent's Day as an opportunity to meet the grandparents and to highlight our school and to offer a special event that day also. This year's chairperson, Joon Fuller, has been diligently working on all the details for the event. Joon reported that approximately 70 attendees are expected including grandparents, parents and teachers. Joon showed the beautiful, handpainted invitations she created that will be mailed to invitees. She handed out her planning outline which included the food details, the rented seating and tables and all the costs for the event. At this time the Lower School presentation is still in the planning stage. A thank you flower bouquet will be presented to Mrs. Green.

Budget Report

Linda Barner reported that the PTO Executive Board is trying to be careful to save and set aside reserve funds for next year, and would like to be in the position to set aside an account to save funds to potentially purchase the Fast Forward Program.

Treasurer, Kathleen Kubota, handed out the current treasurer's report. Kathleen reported that we are in hopes of netting \$11,000 at this year's May Gala Fundraiser. The PTO will continue to be conservative when considering any future BCS Foundation payments.

Annual Fundraiser Gala

Linda reported that the Gala invitations and response cards are almost ready. This year, parents will be able to log onto the BCS homepage and register and purchase Gala tickets at Pay Pal on line. Also available will be different levels of sponsorship, including the opportunity to sponsor a teacher, and a chance to purchase ad space by businesses, individuals or advocates. Sponsorship forms have already been sent home in the lower school folders. Upper school students will receive theirs this week.

Testimonials for BCS Webpage

Kathleen Kubota encouraged parents to send in their personal testimonials of the BCS experience. You may contact Kathleen at Kathleen@fusionmedia.com. Kathleen also spoke about another private school that maintains a yearlong school fundraising website link. This would offer an ongoing tax write off opportunity.

Pilot Lunch Program

Susan Nasland reported that the new Tuesday, 'Alex's Brown Bag', pilot lunch program has been a success. The Upper School students need to be encouraged and reminded to order and purchase their lunches also. Menu suggestions and any improvements are welcomed.

The meeting was adjourned at 9:30 a.m..

Respectfully submitted,

Paula Heye
Secretary