



## ICS PTO Board Meeting Minutes

DATE: Sunday May 16, 2010  
Time: 12:00 pm -1:30 pm  
Place: Conference Room  
9 Truman, Irvine, CA 92620

**Members Present:** Michelle Wang, Tina Young, Shuping Yin, Joel Halle, Yuan Zhu, Mayble Cheung, James Lee, Wei Chang, Jin Xie, Lili He, Ed Ho & Michelle Jing ,

**Members Absent:** Jun Li, Beatrice Tseng, & Sarah Yang

**Guests:** Chiu-Mei Chung

1. PTO president Michelle called the meeting to order at 12:30pm.
2. April meeting did not take place; therefore no meeting minutes was read and approved.

### **Reports:**

3. Carnival update:
  - a. Spring Carnival net income is about \$2800. Some goodies were sold at school after the carnival. Income of that sale is about \$330. PTO also donated 4 cases water to school.
4. Service Point
  - a. Chiu-Mei reported more volunteers are needed to help with Saturday classes for Saturday is going to be full school day starting next semester.
  - b. Volunteer committee will set up computers during registration weeks, so that volunteers can sign up for next school year.
  - c. The highest service point earner is 103 point.
5. Finance report
  - a. ICS still need to write approximately \$20K worth of check to PTO. The amount should be the collection of service point deposition, service points fines or/and PTO membership fee.



**Discussions:**

6. Teachers & volunteer appreciation gift
  - a. Discussed whether to give teachers the gift of shoulder bags or donate the money directly to school.
  - b. A motion, PTO donate \$800 towards teachers' gift, was on the floor. The motion was voted and passed unanimously.
  - c. In recognition to PRLs' contribution each PRL will be awarded with 2 movie tickets.
7. Donation to ICS for good causes
  - a. Whether to provide funds to ICS towards student graduation related activities were the subject of discussions. It has been noted that graduation is one of the school's responsibilities. It should be a budget provided by ICS.
  - b. Instead of donate funds to graduation; PTO would like to donate funds to school for other causes, such as upgrade broadband services, so that it is accessible to parents who wish to use it.
  - c. A motion to donate \$10,000 to ICS was on the floor. The motion was voted and passed unanimously.
8. PTO board meeting attendance requirement
  - a. Michelle updated that PTO board members are required to attend the monthly meeting.
  - b. If a member doesn't attend the meeting without good reason or prior notification, 3 service points will be deducted from his or her total service points.

**Action Items (AIs):**

9. Year end teachers', PRLs, & volunteers appreciation party update – Michelle/Tina

Meeting adjourned around 1:35 pm.

Respectfully submitted by Shuping Yin, PTO secretary on June 12, 2010