



May 29, 2025

Dear Cerritos Elementary School Community,

As we approach the end of another exciting and enriching school year, the Cerritos Elementary Educational Foundation (CEEF) would like to take a moment to reflect on the tremendous impact we've made together in support of our students, teachers, and school programs in 2024-2025.

Thanks to your volunteer hours, attendance at our events and unwavering support, CEEF is proud to share some of the highlights from this past year that we were able to accomplish together:

- **Community Events:** Our annual *Pancake Breakfast*, *Book Fair* and *"Flavors of Cerritos" Multicultural Night* not only provided vital funds but also brought our community closer together in celebration of our shared missions.
- **Enhanced Learning Opportunities:** We helped fund rotation programs such as Mrs. Sugino's Strive to Thrive class and Music Teacher Mrs. Lindsay's sheet music, music props and supplies, microphones and wire protectors along with Mental Health Professional Ms. Blankson's "Go Zen!" software and supplies; BrainPop online software
- **Facility Improvements:** We contributed to the enhancement of learning spaces, including new furniture to accommodate our youngest students in Intervention Specialist Ms. Garten's Learning Lab, Mrs. Clayton's classroom projector, 3 new playground benches, rope and stanchions, and helped facilitate the donation of a new 60" TV for the school library.
- **Staff Appreciation:** We recognized staff with 2024-2025 t-shirts, staff logo jackets, staff Valentine's hospitality and complimentary book fair books for teachers.
- **Activities/Experiences:** Emergency survival kits, new families orientation, first day of school decor, pancake breakfast teacher experiences, 6th grade Knott's field trip, 6th grade promotion decor, student leadership hospitality

All of these accomplishments were made possible because of our volunteers and committed families, staff, and community partners. However, I especially want to acknowledge the 2024-2025 CEEF Executive Board, whom I will be forever grateful to for answering my call to serve together for our school. We will miss our two departing CEEF Board Members, Corresponding Secretary **Angela Cho** and Recording Secretary **Harpreet "Rosie" Arora** as they move on to new chapters but whose work has laid a strong foundation for our continued success. Thank you both for all you've done!

With the disbandment of the Cerritos Elementary PTA on May 21, 2025, CEEF is fully prepared to carry on the responsibilities previously managed by the PTA. We're excited to build on PTA's legacy and take the next step forward in serving our school as the sole 501(c)(3) non-profit parent volunteer organization at Cerritos Elementary. It's important to emphasize that these extracurricular responsibilities can only become a reality with the support of dedicated volunteers to help plan and carry them out. With this in mind, I am proud to welcome our new incoming CEEF Board Members for the 2025-2026 school year, including many from this school year's PTA Board as well as first time ever board members!

As CEEF looks ahead to the future, we remain dedicated to providing innovative, inclusive, and engaging experiences for every child at Cerritos Elementary. Together, we can build on this momentum and continue to make a meaningful difference while having fun and making memories for our community.

CERRITOS ELEMENTARY EDUCATIONAL FOUNDATION dba CEEF
501(c)(3) Non-Profit Organization - FEIN: 203717265
Incorporated November 1, 2005 - Corporation Number: 2808355
CA Charitable Trust RCT Registration Number: CT0294170



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Want to stay informed about the latest news and ways you can support our school? Follow CEEF on Instagram **@cerritosfoundation** - it's the easiest way to stay updated and be involved. Thank you once again for your support and I wish you all a joyful and restful summer!

With gratitude,

Cathy Cheng
President (2024-2026)
Cerritos Elementary Educational Foundation
ceefstars@gmail.com

2025-2026 Executive Board (Voting Rights)	Volunteer Responsibilities (may be adjusted as needed)	Name
President	Oversees and coordinates the work of an executive board to run CEEF effectively. Presides over meetings, oversees regulatory, financial and tax procedures to maintain nonprofit organization status, Pancake Breakfast and Flavors of Cerritos, Annual Nominations	Cathy Cheng
First Vice President	Red Ribbon Week, Book Fair, Science Night; in the absence of President shall perform all duties of President	Marissa Ku
Second Vice President* /Fundraising Chairperson	*For Second VP, in the absence of President/1st VP shall perform all duties of President Annual school fundraiser, restaurant Tiger Get-Togethers, School Cents, Ralph's/Food 4 Less Community Rewards Program, Community donations and sponsorships, Teacher grants and general grants	Carol Park* Sarika Lalwani Lipee Patel Lillian Kim
Treasurer	Oversees budget, manages Quickbooks and balances bank accounts, prepares tax paperwork, quarterly financial reports per Bylaws, Webmaster for new Website*; Counts money, deposit and withdraw funds from bank accounts, enter transactions into Quicken, prepares financial spreadsheets for sales of products	Jill Chen* Jennifer Yeh
Recording Secretary	Takes minutes at all meetings, co-signs formal papers with President, handles correspondence as directed by the president, maintains and preserves records and important documents	Karolyn Tran
Corresponding Secretary	Instagram posts, Flyer Designs, Monthly Calendar Posts, Career Day, Kindness Week, Read Across America Week	Carrie Cheng Grace Piggue

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Hospitality	New Family Orientation, Staff Welcome Back Lunch, World's Teacher's Day 10/5, Staff Holiday Lunch, Teacher Appreciation Week	Anisha Clay Nageen Fayaz Bobby Rodgers
Volunteer Chairperson	Recruit, coordinate, and manage volunteers for all events as needed, oversee administrative duties for Annual Student Variety Show	Joanne Ko
Historian	Oversee creation, production and distribution of Yearbook and Spirit Gear	Hiroko Tong
Art Chairperson	Schoolwide art program and contest, first day of school decorations, decorate for Winter and Fall concerts, decorate District school showcase	Michelle Choi Melissa Kim
Family Engagement Chairperson	Family Fall Festival/Trunk or Treat, Family Movie Night, Family Fitness Event (Sky Zone), Lunch with Loved Ones	Pallavi Mahatma Amy Amin
Advisor	Assist the board with planning of events, review the annual budget and counsel the board on allocations of funds, provide general counsel directly to officers or to the board as a whole.	Pinyu Fan Annie Ho Debbie Tung
Chairwoman of the Board	If there is no president or vice presidents, the chairman of the Board shall be chief executive officer of the corporation.	Sheree Vasquez
2025-2026 Committee Chairpersons (Non-Voting)	Volunteer Responsibilities	Name
Birthday Book Club (BBC) Chairperson	Oversees BBC Program (oversees and coordinates monthly Birthday Book Club celebration including sending monthly birthday participation notices to families, gathering volunteers and organizing activities and treats for each event)	Hanna Nadres Ria Malonzo
Sixth Grade Activities Chairperson	Oversees 6th Grade activities including but not limited to camp, yearbook signing, dance, promotion (decorations, water and snacks, balloon and gift check in).	Tina Oh
2025-2026 Advisory Committee (Non-Voting)	Volunteer Responsibilities	
Principal	The principal is a permanent member of the advisory committee and works to ensure that CEEF's mission and goals are aligned to the strategic plan of the school.	Craig Spratt

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