



CERRITOS ELEMENTARY EDUCATIONAL
FOUNDATION

CEEF Executive Board Meeting | In Person | August 13, 2025 - 9:15am - CES Staff Lounge

AGENDA __ MINUTES _X_

Meeting minutes captured in red font

Opening (Cathy Cheng Presiding)

1. Attendance:

☐ MR. SPRATT	☐ JOANNE KO
☐ AMY AMIN	☐ KAROLYN TRAN
☐ ANISHA CLAY	☐ LILLIAN KIM
☐ ANNIE HO	☐ LIPEE PATEL
☐ BOBBY RODGERS	☐ MARISSA KU
☒ CAROL PARK	☒ MELISSA KIM
☒ CARRIE CHENG	☒ MICHELLE CHOI
☒ CATHY CHENG	☒ NAGEEN FAYAZ
☒ DEBBIE TUNG	☒ PALLAVI MAHATMA
☐ GRACE PIGGUE	☒ PINYU FAN
☒ HIROKO TONG	☒ SARIKA LALWANI
☒ JENNIFER YEH	☒ SHEREE VASQUEZ
☒ JILL CHEN	

2. Meeting call to order: 8/13/25 at 9:16am

New Business

1. PRESIDENT

a. CEEF 2025-2026 Operating Budget - DRAFT

- i. <https://docs.google.com/spreadsheets/d/1QdS3IKmRFnNoRizLL-pteOwSAPrmoYfraMAWikMCiY/edit?usp=sharing>
- Board member attendees reviewed budget spreadsheet
- 2025-2026 Budget – Carrie Motion and Caroline Second, APPROVED: 8/13/25

b. CEEF Social Media

- i. IG - @cerritosfoundation. We now have 415 followers!
- ii. Website is launched - www.cerritosfoundation.com
- No plans to buy any extra CEEF website domains for .org/.us until ABCUSD buys for all schools; will be keeping the CEEF .com website
- ceefstars@gmail email holds historical data and goal is to preserve information to be accessed by future board members; no plans to buy email associated with district domain in the situation the domain does not get renewed and email is no longer accessible

c. Events

- i. Thursday, 8/28/25 for Back to School
 1. TK-3rd (6-6:30pm), Principal's Welcome (6:30-7pm), 4th-6th (7-



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7:30pm)

2. CEEF will set up tables similar to New Family Orientation
3. Board Members available to volunteer at CEEF Tables at 5pm to 6pm for set up: Cathy, Joanne, Hiroko
4. Board Members available to volunteer at CEEF Tables from 6pm to 7pm: Cathy
5. Board Members available to volunteer at CEEF Tables from 6:30pm to 7:00pm: Hiroko
6. Board Members available to volunteer at CEEF Tables from 6:30pm to 7:30pm:

- Text Cathy directly availability to volunteer at CEEF table for Back-to-School night

Additional Business:

- If any board member is unable to fulfill a duty or task, reach out to Cathy if support and/or replacement is needed; we are all volunteers and here to support each other

Closing

1. Upcoming Meetings:
 - a. Wednesday, 9/3/25 at 7:00pm - Executive Board Meeting
2. Meeting adjourned: 8/13/25 at 9:26am

Karolyn Tran, Recording Secretary

9/3/2025

Date