



**Virtual CEEF Executive Board Meeting | Zoom | February 4, 2026 - 7:00pm**

Join Zoom Meeting:

<https://us02web.zoom.us/j/87889064905?pwd=nnvnLugtt55NfIXhNCr29J2mg1aHmC.1>

Meeting ID: 878 8906 4905

Passcode: 848787

**AGENDA \_\_ MINUTES X**

**Opening (Cathy Cheng Presiding)**

1. Attendance:

|   |   |
|---|---|
| <input type="checkbox"/> MR. SPRATT               | <input checked="" type="checkbox"/> JOANNE KO       |
| <input checked="" type="checkbox"/> MRS. LEVINE   | <input checked="" type="checkbox"/> KAROLYN TRAN    |
| <input checked="" type="checkbox"/> AMY AMIN      | <input checked="" type="checkbox"/> LILLIAN KIM     |
| <input checked="" type="checkbox"/> ANISHA CLAY   | <input checked="" type="checkbox"/> LIPEE PATEL     |
| <input checked="" type="checkbox"/> ANNIE HO      | <input checked="" type="checkbox"/> MARISSA KU      |
| <input checked="" type="checkbox"/> BOBBY RODGERS | <input checked="" type="checkbox"/> MELISSA KIM     |
| <input checked="" type="checkbox"/> CAROL PARK    | <input checked="" type="checkbox"/> MICHELLE CHOI   |
| <input checked="" type="checkbox"/> CARRIE CHENG  | <input checked="" type="checkbox"/> NAGEEN FAYAZ    |
| <input checked="" type="checkbox"/> CATHY CHENG   | <input checked="" type="checkbox"/> PALLAVI MAHATMA |
| <input type="checkbox"/> DEBBIE TUNG              | <input checked="" type="checkbox"/> PINYU FAN       |
| <input checked="" type="checkbox"/> GRACE PIGGUE  | <input checked="" type="checkbox"/> SARIKA LALWANI  |
| <input type="checkbox"/> HIROKO TONG              | <input type="checkbox"/> SHEREE VASQUEZ             |
| <input checked="" type="checkbox"/> JENNIFER YEH  |   |
| <input checked="" type="checkbox"/> JILL CHEN     |   |

2. Meeting call to order: **7:03pm on Feb 4, 2026**

**New Business**

1. PRINCIPAL

a. News and updates!

- Mrs. Ibarra is the CEEF liaison for the school staff
- Update from Mrs. Levine
- Feb focus on P for the Paws for PBIS program (PBIS Positive Behavior Intervention Supports)
- PBIS recognition: CES will apply for bronze status
- Mrs. Levine oversees PBIS, CEEF supports any funding needed
- Complete Parent Survey that was sent out on Jan 29th via Aeries
- Lunch with Loved Ones Friday Feb 6th



## 2. PRESIDENT

- a. CEEF Social Media
  - i. IG - @cerritosfoundation. We now have 557 followers!
  - ii. Website - [www.cerritosfoundation.com](http://www.cerritosfoundation.com)
- b. CEEF Board Past Voting
  - i. On 1/7/26 the Board voted at Board Meeting to increase budget from \$1000 to \$3175 for 2025-2026 Student Leadership
  - ii. On 1/27/26 the Board voted via GroupMe Chat to approve the STRIVE TO THRIVE TEACHER SALARY Period 8/16/25 thru 12/19/25 for \$25,430.63.
- c. CEEF Board Nominations and Elections
  - i. Nominations take place March 2026 - Google nominations form will be emailed out with open CEEF Board positions
  - ii. Closed Elections take place April 1, 2026. New Board Members will start positions on 7/1/26.
    - o Board positions start July 1st through June 30th
  - iii. Please speak with Cathy or Joanne with any questions about joining the CEEF Board!
- d. Kindness Week recap (spearheaded by Ms. B with assistance from Pinyu)

## 3. FINANCES - Treasurers Jill and Jennifer

- a. Please turn in any submissions for timely reimbursement and cash checks promptly.
  - a. [CEEF Reimbursement Form Link](#)
- b. November and December 2025 Financial Statements have been included with this agenda to CEEF Board

## 4. BOARD REPORTS

- a. 1st VICE PRESIDENT - Marissa
  - i. Science Day confirmed on Wednesday 3/18/26 for Students only during school hours with Mobile Ed and Discovery Science Cube as presenters.
    - o Parent volunteers will be needed on the playground for recess monitoring
  - ii. Save the date for the Scholastic Book Fair from 4/13/26-4/17/26! Volunteer opportunities will be available for families.
- b. 2nd VICE PRESIDENT/FUNDRAISER - Carol
  - i. Fit-a-Thon Class Prizes Pending:
    - Jamba Juice Party
    - Special Recess
    - Electronics Party
    - Off Campus Lunch
    - Splash Mr. Spratt
    - Teacher's Choice Parties
    - Chick-fil-a for Garten & Legayada's class (meal cards have not been distributed yet)
    - o Almost \$7500 in corporate employee match received
  - ii. BBCat K-Pop Dance Class Season 2 starts 2/11/26 for 12 classes at



- Performance at Flavors of Cerritos
- iii. [SCHOOL CENTS | Cerritos Elementary Edu Foundation CEEF](#) - as of 1/15/26 we are in 2nd place (grand prize is \$4K!). Keep submitting those receipts!

# SCHOOL CENTS

## POINTS THROUGH JANUARY 15, 2026

| <u>SCHOOL</u>             | <u>POINTS</u> | <u>RANK</u> |
|---------------------------|---------------|-------------|
| Bragg Elementary          | 378,180       | 1           |
| Cerritos Elementary       | 317,320       | 2           |
| Cerritos High School      | 312,495       | 4           |
| Leal Elementary           | 248,615       | 6           |
| Nixon Academy             | 157,470       | 8           |
| Our Lady of Fatima School | 286,810       | 5           |
| Oxford Academy            | 37,435        | 10          |
| Stowers Elementary        | 316,915       | 3           |
| Whitney High School       | 144,075       | 9           |
| Wittmann Elementary       | 187,400       | 7           |

- c. FUNDRAISERS - Sarika, Lipee and Lillian
  - i. Sarika
    - 1. Recap of Eureka Cerritos Family Restaurant Day on Wednesday, 1/28/26
      - Many families did not mention they were there for CES fundraiser, so CES did not receive credit, earned \$120
      - Family restaurant days are more for community gathering and not fundraising - the donated funds are a bonus!
    - 2. Save the date for next Family Restaurant Day at Lazy Dog at Los Cerritos Center on 3/18/26!
- d. HOSPITALITY - Anisha, Bobby and Nageen
  - i. Anisha - Valentine's Staff Appreciation Coffee Cart on Fri. 2/13/26 sponsored by Seven Syllables
- e. FAMILY ENGAGEMENT CHAIRPERSONS - Pallavi and Amy
  - i. "Lunch with Loved Ones" on Friday, 2/6/26 from 12pm to 12:40pm. Please refer to school wide email sent on 1/29/26 for more details.
    - No security check through front office, all three gates will be open for



**event**

- f. VOLUNTEER CHAIR - Joanne
    - i. Sign up be on our Volunteer notification emails at:  
<https://www.cerritosfoundation.com/volunteer> (you get advance notice of volunteer opportunities!)
  - g. HISTORIAN (YEARBOOK AND SPIRIT WEAR) - Hiroko
    - i. Spirit Wear - please email [ceefstars@gmail.com](mailto:ceefstars@gmail.com) with your purchase requests
      - o **Low inventory for smaller size shirts**
    - ii. Yearbooks can be purchased online for \$30 at [https://www.barksdalestorefront.com/store/event\\_login/](https://www.barksdalestorefront.com/store/event_login/) using code 0002271YB.
    - iii. 2025-2026 yearbook art submissions - we received 48 amazing artwork in total!
    - iv. 6th Grade Section - All 6th grade parents, please send the following due this Friday:
      - 1. Baby photo of student
      - 2. Dedicated short message to student (optional)
      - 3. 1-2 photo of early school years (optional)
    - v. All yearbook questions please email to [ceefyearbook@gmail.com](mailto:ceefyearbook@gmail.com)
  - h. ART CHAIRPERSONS - Melissa and Michelle
    - i. Family Art Event on Saturday, 1/17/26 recap - 139 students signed up to participate!
      - 1. Collectible stickers pick up for volunteers and participants.
        - o **Contact Michelle for sticker pickup**
    - ii. Save the date for the Spring Music Concert on 3/27/26 - volunteer decorating opportunities will be available!
      - o **Theme: "The Great Outdoors"**
  - i. CORRESPONDING SECRETARIES (Social Media) - Carrie and Grace
    - i. Please send any pictures (vertical/portrait mode) for posting to Carrie at [carriecheng4@gmail.com](mailto:carriecheng4@gmail.com)
    - ii. CES Career Day is confirmed for Wednesday, 2/18/26 for students during school hours. Theme this year will be Careers in the field of Arts and Design and we have 4 speakers confirmed.
      - o **DJ speaker**
      - o **UX/UI (App) designer speaker**
      - o **Shoe designer speaker**
      - o **Set designer speaker**
5. COMMITTEE REPORTS
- a. BIRTHDAY BOOK CLUB - Hanna and Ria
    - i. 29 attended 1/22/26 BBC
    - ii. Next BBC on 2/26/26 at 2pm for February Birthdays -sign up before 2/23/26 at <https://www.cerritosfoundation.com/birthday-book-club>
    - iii. To volunteer email BBC Chair Hanna Nadres at [ceefstars@gmail.com](mailto:ceefstars@gmail.com)
6. CEEF CLOSED BOARD SESSION

### Important Reference Documents/Notes

- Executive Board Members (Voting Rights) = 24



- Approval Vote (2/3 Executive Board Members) = 16
- Quorum (Majority of Executive Board Members i.e. ½ of Board Members + 1) = 13
  - a. DISCUSSIONS & VOTING
    - i. Approve and adopt Board Meeting Minutes for 1/7/26 (emailed to Board on 2/3/26 by Karolyn)
      - **Carrie Motion and Lillian Second – APPROVED Feb 4, 2026**
    - ii. Revise CEEF Board Positions to Bylaws
      - 1. Section 14. **Volunteer Chair and Family Liaison Chair.** Coordinate volunteer assignments at the school. Collaborates with other board members, teachers and administrators to assess and identify how parents/guardians and community members can get more involved at school as volunteers. Oversees volunteer recruitment, training and assignments. Promotes CEEF mission, goals and activities. Develop a general list of volunteer opportunities to publicize widely in the school community. **Manage new family welcoming and general inclusion efforts.**
        - **Joanne Motion and Marissa Second – APPROVED Feb 4, 2026**
      - 2. Section 15. **Family Community Engagement Chair.** Plans and organizes family community engagement outreach, programs and activities for the school year community as determined by the board.
        - **Title change with same responsibilities**
        - **Pallavi Motion and Amy Second – APPROVED Feb 4, 2026**
    - iii. Add new CEEF Board Position to bylaws:
      - 1. **The Student Programs Liaison Chair.** Supports and coordinates CEEF-sponsored student programs at school (including but not limited to Track Team, Student Leadership Group, STEM Olympic and Reading Olympics). This role works closely with school staff mentors of each program to ensure these programs run smoothly and provide meaningful, engaging experiences for students. Oversee and manage expenditures for assigned student programs, ensuring compliance with the CEEF-approved budget for each program.
        - **STEM Olympics will be called STEM Fest**
        - **No Reading Olympics this year**
        - **Carol Motion and Anisha Second – APPROVED Feb 4, 2026**
    - iv. Discuss end of the year activities/treats for TK-5th Graders
      - **Allocation funds for TK – 5<sup>th</sup> graders for end of year treat/activity event in May**
      - **Nutrition Services restriction does not allow for outside food to be served to students during school hours**
      - **Some ideas: district school BBQ during lunch hours, ask about parent consent form to allow for outside food, approved food vendors**
    - v. CEEF Board Portal on CEEF website  
<https://www.cerritosfoundation.com/eboard>
      - **CEEF one stop shop including info and important documents for**



Board members only

**Closing**

1. Upcoming Events
  - a. Lunch with Loved Ones - Friday, 2/6/26
  - b. Spring Concert 3/27/26
2. Upcoming Meetings:
  - a. Wednesday, 3/4/26 at 7:00pm - Executive Board Meeting
3. Meeting adjourned: 8:07pm on Feb 4, 2026

---

Karolyn Tran, Recording Secretary

3/4/2026

---

Date