



CERRITOS ELEMENTARY EDUCATIONAL

FOUNDATION

Virtual CEEF Executive Board Meeting | Zoom | September 3, 2025 - 7:00pm

Join Zoom Meeting:

<https://us02web.zoom.us/j/87889064905?pwd=nnvnLugtt55NFIxhNCr29J2mg1aHmC.1>

Meeting ID: 878 8906 4905

Passcode: 848787

AGENDA X MINUTES

Opening (Cathy Cheng Presiding)

1. Attendance:
2. Meeting call to order:

New Business

1. PRINCIPAL
 - a. News and updates!
 - b. CA Distinguished School Celebration Wed. 9/24/25
 - c. Emergency supplies for the whole school funded by CEEF
2. PRESIDENT
 - a. Thank you for everyone's help with the first 3 weeks of school! We made it through Welcome Back Teacher's Breakfast & Luncheon, First Day of School Decor, Spirit Wear Sales, Back to School Night!
 - b. CEEF Social Media
 - i. IG - @cerritosfoundation. We now have 457 followers!
 - ii. Website - www.cerritosfoundation.com
 - c. Liability Insurance renewed with RVNA for \$453.78 and submitted to ABCUSD
 - d. Upcoming Afterschool partnership with: CODER SCHOOL
 - i. Session 1: 10/14/25 - 11/18/25 (6-week) TUESDAYS - GRADE 1-3 (no class 11/11 instead class will be 11/10)
 - ii. Session 1: 10/15/25 - 11/19/25 (6-week) WEDNESDAYS - GRADE 4-6
 - iii. Session 2: 1/13/26 - 2/17/26 (6-week) TUESDAYS - GRADE 1-3
 - iv. Session 2: 1/14/26 - 2/18/26 (6-week) WEDNESDAYS - GRADE 4-6
 - v. Session 3: 4/14/26 - 5/19/26 (6-week) TUESDAYS - GRADE 1-3
 - vi. Session 3: 4/15/26 - 5/20/26 (6-week) WEDNESDAYS - GRADE 4-6
 - e. Pancake Breakfast



- i. Saturday, 9/20/25 19th Annual Pancake Breakfast
 - 1. Presale tickets \$11 and available starting 9/2/25.
 - 2. Flyers will be distributed / lawn signs will be set up this week
 - 3. Sponsorship solicitations - sample email sent to Board
 - 4. Whitney and Carmenita student volunteers solicited
 - 5. Bingo details (\$3 per card / \$10 for 4 cards)
 - 6. Games (\$1 per 1 game ticket / \$10 for 12 game tickets)
 - 7.  2025 CES Pancake Breakfast Volunteer Sign Up
 - 8. [2025 CES Pancake Breakfast Performer Sign Up](#)
- 3. FINANCES - Treasurers Jill and Jennifer
 - a. CEEF Account balance
 - b. Please turn in any submissions for timely reimbursement and cash checks promptly!
 - a. [CEEF Reimbursement Form Link](#)
 - b. After monthly transactions are reconciled with checks cashed, monthly statements will be sent to the Board for review
- 4. BOARD REPORTS
 - a. 1st VICE PRESIDENT - Marissa
 - b. 2nd VICE PRESIDENT - Carol
 - i. School Cents starts 9/1/25 [SCHOOL CENTS | Cerritos Elementary Educational Foundation CEEF](#)
 - ii. Kpop Afterschool Classes starts Wed. 9/3/25
 - iii. Fit-A-Thon starts Monday 10/6/25
 - iv. Double the Donation -
<https://doublethedonation.com/match/boosterthon-2z0Po>
 - c. FUNDRAISERS - Sarika, Lipee and Lillian
 - i. Sarika
 - 1. Family Restaurant Days
 - a. Black Bear Diner - Wed. 9/10/25
 - i. Mr. Spratt will be eating dinner at 6PM
 - ii. We will be filming some Pancake Breakfast promo reels with the Black Bear and the Cerritos Tiger earlier!
 - b. Chick-fil-a - Friday 11/7/25 (after Sky Zone Jump Day)
 - 2. Benevity <https://benevity.com/about-us>
 - ii. Lipee - Pancake Breakfast Sponsorships
 - d. HOSPITALITY - Anisha, Bobby and Nageen
 - i. Anisha - World Teacher Day Sunday, 10/5/25 Surprise and Delight from 10am to 1pm
 - e. FAMILY ENGAGEMENT CHAIRPERSONS - Pallavi and Amy
 - i. Family Fall Festival (Trunk or Treat) on Friday, 10/24/25 from 5:30pm to



- 8pm (Carrie is Chairperson)
- ii. Family Jump Event at Sky Zone Cerritos on Friday 11/7/25 at 10:30am to 12:30pm
- f. VOLUNTEER CHAIR - Joanne
 - i. Volunteer sign ups - 84 after Back to School! Joanne will send out master list this week to Board.
 - ii. Create Volunteer teams idea
- g. HISTORIAN (YEARBOOK AND SPIRIT WEAR) - Hiroko
 - i. Next Spirit Wear sale
 - ii. New sizes and requests
- h. ART CHAIRPERSONS - Melissa and Michelle
 - i. Sticker collection for events and fundraiser?
 - ii. Discuss options for an art contest
- i. CORRESPONDING SECRETARIES (Social Media) - Carrie and Grace
 - i. Please send any pictures (vertical/portrait mode) for posting to Carrie at carriecheng4@gmail.com
- 5. COMMITTEE REPORTS
 - a. BIRTHDAY BOOK CLUB - Hanna and Ria
 - i. First BBC on 9/4/25 at 2pm for July and August Birthdays - currently 37 signups!
 - ii. To volunteer email BBC Chairs Hanna Nadres at yoohanna@gmail.com
- 6. VOTING
 - a. CEEF Board Voting
 - i. Executive Board Members (Voting Rights) = 24
 - ii. Approval Vote (2/3 Executive Board Members) = 16
 - iii. Quorum (Majority of Executive Board Members i.e. $\frac{1}{2}$ of Board Members + 1) = 13
 - b. Approve and adopt Board Meeting Minutes for 8/5/25
 - c. Approve and adopt Board Meeting Minutes for 8/13/25
 - d. Approve Revised Budget for CA Distinguished School Celebration (move \$1,500 from School Equipment Budget to increase CA Distinguished School Celebration from \$1000 to \$2500 to cover giveaway (\$600.40), stage rental (\$984.40), step and repeat backdrop (\$300) and possible miscellaneous items. Staff shirts (\$850) - allocated from holiday gift budget.

Closing

- 1. Upcoming Events
 - a. Black Bear Diner Buena Park Restaurant Day on Wed 9/10/25
 - b. 19th Annual Pancake Breakfast - Sat 9/20/25 from 7:30am to 11am
- 2. Upcoming Meetings:
 - a. Wednesday, 10/1/25 at 7:00pm - Executive Board Meeting
- 3. Meeting adjourned:



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Karolyn Tran, Recording Secretary

Date