



**Virtual CEEF Executive Board Meeting | Zoom | November 5, 2025 - 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 checked="" type="checkbox"/> MR. SPRATT    | <input checked="" type="checkbox"/> JOANNE KO       |
| <input checked="" type="checkbox"/> AMY AMIN      | <input checked="" type="checkbox"/> KAROLYN TRAN    |
| <input checked="" type="checkbox"/> ANISHA CLAY   | <input type="checkbox"/> LILLIAN KIM                |
| <input checked="" type="checkbox"/> ANNIE HO      | <input checked="" type="checkbox"/> LIPEE PATEL     |
| <input checked="" type="checkbox"/> BOBBY RODGERS | <input checked="" type="checkbox"/> MARISSA KU      |
| <input checked="" type="checkbox"/> CAROL PARK    | <input checked="" type="checkbox"/> MELISSA KIM     |
| <input checked="" type="checkbox"/> CARRIE CHENG  | <input checked="" type="checkbox"/> MICHELLE CHOI   |
| <input checked="" type="checkbox"/> CATHY CHENG   | <input checked="" type="checkbox"/> NAGEEN FAYAZ    |
| <input checked="" type="checkbox"/> DEBBIE TUNG   | <input checked="" type="checkbox"/> PALLAVI MAHATMA |
| <input checked="" type="checkbox"/> GRACE PIGGUE  | <input checked="" type="checkbox"/> PINYU FAN       |
| <input checked="" type="checkbox"/> HIROKO TONG   | <input checked="" type="checkbox"/> SARIKA LALWANI  |
| <input checked="" type="checkbox"/> JENNIFER YEH  | <input checked="" type="checkbox"/> SHEREE VASQUEZ  |
| <input checked="" type="checkbox"/> JILL CHEN     |   |

2. Meeting call to order: 7:09pm on Nov 5, 2025

**New Business**

1. PRINCIPAL

a. News and updates!

- o Welcome Assistant Vice Principal Mrs. Lavine – spilt time at CES and Stowers
- o CES named 2025 honor roll Star School recognition
- o Lock down drill on Nov 5<sup>th</sup>, looking for additional nearby homes to support CES during emergency situations
- o Gov shutdown does not impact CES (free breakfast/lunch provided by State); no decrease in special education (SDC) funds
- o Hand/foot/mouth positive cases at CES, protocol in place for classrooms that have been impacted to sanitize room and relocate students



- Visual art classes started this week with Mrs. Kim
- Reading difficulty risk screening for K-2<sup>nd</sup> grade students through the state; all schools will be participating in screening; result letters going out to families will be generic and indicate either low-risk or high-risk
- Social and emotional support for students coming back from virtual learning; dramatic decrease at CES for students who need crisis control (1-on-1 counseling)
- Fall Music concert Nov 21 at 9:30am
- No school Friday Nov 7 and Tuesday Nov 11; Middle and High School students have school on Friday Nov 7
- Successful Fit-a-thon

## 2. PRESIDENT

- a. Thank you to our incredible CES Community for your participation in FFF and our 2025 Fit-a-thon!
- b. CEEF 990EZ and CA 199N Taxes were e-filed on 10/29/25 (due on 11/15/25)
  - Last school year financials
- c. RRF-1 Form to CA mailed 11/3/25 (Annual Registration Renewal Fee Report to Attorney General of CA - due on 11/15/25)
  - Last school year financials
- d. CEEF Social Media
  - i. IG - @cerritosfoundation. We now have 498 followers!
  - ii. Website - [www.cerritosfoundation.com](http://www.cerritosfoundation.com)

## 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. September 2025 Statement has been included with this agenda

## 4. BOARD REPORTS

- a. 2nd VICE PRESIDENT - Carol
  - i. Fit-a-Thon Recap

### [2025 Fit-a-Thon Final Stats.pdf](#)

- Two kinder classes brought in over \$15K
  - Ms. Garten classes came in first place for top lower grade class
  - Mrs. Legayata won as top upper class for upper class
  - After Nov 2, received additional donations and currently at \$90267
  - Magic show on Dec 5
  - Double your match that supported donations
  - 9 classes over \$4K donations
  - Lowest year of non-participants, ~26% this year; prior years ~40% non-participants
- ii. [SCHOOL CENTS | Cerritos Elementary Edu Foundation CEEF](#) - as of 10/15/25 we are in 5th place (grand prize is \$4K!)
- Submit receipts spent at Cerritos Mall online site or through office; receipts



- must be physical receipts spent at the mall
- b. FUNDRAISERS - Sarika, Lipee and Lillian
    - i. Sarika
      - 1. Family Restaurant Day at Chick-fil-A Los Cerritos Cerritos on 11/7/25 - come join us after Sky Zone!
        - o Student free day
        - o Indicate purchase is for CES fundraiser
    - ii. Lillian - Grant submission updates
      - o Grant programs to benefit school/teachers and students
  - c. HOSPITALITY - Anisha, Bobby and Nageen
    - i. Holiday Staff Appreciation Luncheon on Wed. 12/17/25
      - 1. If your students would like to provide posters/cards to decorate the staff lounge, CEEF would love it (turn into the Front Office)
        - o Theme "Home for the Holidays" with soul food catered
  - d. FAMILY ENGAGEMENT CHAIRPERSONS - Pallavi and Amy
    - i. Family Jump Event at Sky Zone Cerritos on Friday 11/7/25 at 10:30am to 12:30pm
      - o 172 tickets sold
    - ii. SAVE THE DATE - Family Magic Show at CES on Friday 12/5/25 from 5:30pm to 7pm at \$10 per ticket for adults and children (free for 3yrs and younger) <https://www.cerritosfoundation.com/family-magic-night>
      - o Flyers will be distributed next week
      - o Fit-a-thon donations over \$200 will receive 2 VIP tickets for show
  - e. 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!)
      - o Photos folder created in shared drive categorized by event; folder will not be shared publicly
      - o Volunteer list is on foundation site and is open for updates
  - f. HISTORIAN (YEARBOOK AND SPIRIT WEAR) - Hiroko
    - i. Spirit Wear - please email [ceefstars@gmail.com](mailto:ceefstars@gmail.com) with your purchase requests
      - o Pausing in person sales for now
    - ii. Yearbooks can be pre-purchased online at [www.barksdalephoto.com](http://www.barksdalephoto.com) using code 0002271YB. The presale price is \$25 through the end of 2025. Prices will increase to \$30 on 1/1/26.
      - o Pre-sales currently active
    - iii. Yearbook art submissions - Your art will be featured on the yearbook cover or inside the book and every submission will be included! More info to come...
      - o All submissions will be included either on cover or inside the yearbook; theme is "A Magical Place to Learn and Grow"
      - o Art submission can be through drawing, collage, or digital art
  - g. ART CHAIRPERSONS - Melissa and Michelle
    - i. Decor is in the works for Fall Music Concert 11/21 - Volunteer Sign Up



CERRITOS ELEMENTARY EDUCATIONAL  
**FOUNDATION**

sheet here: [2025 CES Fall Concert Volunteers](#)

- Concert on Nov 21 at 9:30am
- Theme, "Fall is Fabulous"
- Volunteer list is available for sign-up
- ii. Save the Date for Family Art Event on Saturday, 1/17/26
- h. 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)
  - i. Family Fall Festival (Trunk or Treat) on Friday, 10/24/25 Recap
    - i. \$2712.53 spent (including 3 light towers that cost \$806)
    - ii. \$1851.61 proceeds (including \$1578.79 on event day!)
    - iii. 31 Trunks
    - iv. 4 food/beverage vendors made over \$5700 in collective revenue!
      - Spent only \$860 on event
- 5. COMMITTEE REPORTS
  - a. BIRTHDAY BOOK CLUB - Hanna and Ria
    - i. 26 attended 10/23/25 BBC
    - ii. Next BBC on 11/20/25 at 2pm for November Birthdays
    - iii. To volunteer email BBC Chair Hanna Nadres at [ceefstars@gmail.com](mailto:ceefstars@gmail.com)
      - Average library bound book costs ~\$21

- Student leadership focus efforts to give back in Nov and Dec
- Nov focus on can food drive; cans donated will be given to Olive Crest (women and children shelter in Bellflower)
- Dec focus on toy drive; first year implementing Jacket Drive and toy drive; donations will go to ABC Community Center and ABC Closet Center that are open to all ABC families
  - New toys unwrapped
  - New and like-new condition jackets
  - CES lost-and-found that can be sorted through and donated
  - Donation bins in front of school- post sign in front of bin for any new/good-condition jackets that can be brought directly to front office
  - Volunteers needed to drop off canned food and clothes at shelters/drop-off locations

## 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.  $\frac{1}{2}$  of Board Members + 1) = 13
  - a. Discussion for Teacher Appreciation Catering on 12/17/25
    - Board member co-owner of food catering company
    - Approximately \$500-\$700 cost for chief time only, cost of food will be covered



- by board member co-owner
- Bobby will provide quote of cost
- b. Approve and adopt Board Meeting Minutes for 10/1/25
  - Grace Motion and Carol Second – APPROVED
- c. Review and revise Budget based on final Fit-a-thon fundraiser donations
  - Joanne Motion and Grace Second – APPROVED

### Closing

1. Upcoming Events
  - a. Family Jump Day at Sky Zone Cerritos - Friday, 11/7/25 from 10:30am to 12:30pm
  - b. Family Restaurant Day at Chick-fil-A Los Cerritos Center - Friday, 11/7/25 (Jumpers from Sky Zone will head there after for lunch!)
  - c. Family Magic Night at CES - Friday, 12/5/25 from 5:30pm to 7pm
2. Upcoming Meetings:
  - a. Wednesday, 1/7/26 at 7:00pm - Executive Board Meeting (No CEEF Meeting in December)
3. Meeting adjourned: 9:04pm on Nov 5, 2025

Karolyn Tran, Recording Secretary

01-07-2026

Date