

Association Meeting Minutes  
West High School, 20401 Victor St., Torrance, CA 90503  
Performing Arts Center  
February 7, 2024

Jan Hirata, President of Torrance Council of PTAs, called the meeting to order at 9:43 a.m. and welcomed everyone.

Jan Hirata appointed Diane Wang as the Parliamentarian Pro Tem.

Attendance: See list at the end, including Board of Directors, Executive Board and delegates, TUSD, and guests. Parliamentarian Pro Tem verified that quorum was met.

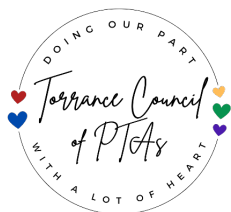
Excused Absences: Michelle Van Lerberghe—TCPTA Parliamentarian,  
Amanda Gutierrez—North President, Jenn Gerson—Jefferson President,

On behalf of Sumi Arnheim, Recording Secretary, Nannette Nolan reported:  
“The minutes from the October 4, 2023 Association Meeting are in the shared drive.”  
Please forward any comments or corrections to the recording secretary.  
Minutes will be filed for review.

Nannette Nolan presented the recommendations to the Association, as listed below:

From the November 1, 2023 Executive Board Meeting

1. That TCPTA approve the Shery High Event Plan as presented
2. That TCPTA ratify the appointment of Nannette Nolan as DEI (Diversity, Equity, Inclusion) chair and Bre Atha, Jordonna Gibbs, and Sunny Joo as DEI committee members
3. That TCPTA approve the Preliminary Event Plan for the TCPTA Holiday Giving Luncheon on December 6, 2023
4. That TCPTA ratify the appointment of Brigitte Kubota, alternate Jen Borden (North); Missy Williams, alternate Samantha Morgan (South); Michelle VanLerberghe, alternate Rebecca Rider (West); Candace Edwards, alternate Amy Brownstone (Central) as the HSA Selection Committee
5. That TCPTA ratify the appointment of the Scholarship Committee—Denise Spellman, chair, and committee members: Judy Briggs, Central; Shanie Asato, North; Alma Reyes-Thomas, West; Josie Lee-Nozaki, South; Leslie Prieto, North
6. That TCPTA ratify the appointment of Jordonna Gibbs as Holiday Luncheon (aka the Celebration of Giving) Chair
7. That TCPTA adopt the audit for the Council Checking Account, dated October 3, 2023, covering the period of January 1, 2023 to June 30, 2023



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From the December 20, 2023 Board of Directors Meeting

1. That TCPTA adopt the Event Plan for the District Bike Rodeo as presented

From the January 10, 2024 Executive Board Meeting

1. That TCPTA adopt the Event Plan for the District Bike Rodeo as presented
2. That TCPTA adopt the Event Plan for the HSA Daytime program as presented.

From the January 31, 2024 Board of Directors Meeting

1. That TCPTA adopt the 2024 Convention Event Plan as presented
2. That TCPTA send and pay for Jan Hirata and up to two additional Board of Directors, not being paid from by a unit, at a cost of \$50 per person to attend the Thirty-Third District Annual Meeting on February 29, 2024

**MOTION: NANNETTE NOLAN MOVED TO APPROVE ALL RECOMMENDATIONS AS PRESENTED. SECONDED. MOTION PASSED WITH UNANIMOUS VOICE VOTE.**

Jan Hirata introduced TCPTA past presidents, dignitaries and honored guests.

Messages from Honored Guests:

Dr. Tim Stowe, Advisor discussed the following:

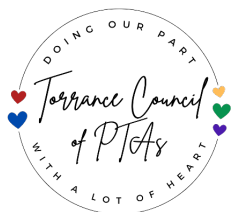
- TUSD appreciates PTA's commitment to partner together to build a cohesive system
- Upon leaving our doors, every student should be ready and prepared to face whatever challenges face them

West High Principal, Jenna Murata

- Welcomed everyone
- Empowering every student to be a "Warrior"

Torrance Education Foundation, President Pat Furey

- Partnering with TUSD
- Preparing for the Torrance Innovation Festival, to be at El Camino
- TEF Celebration Gala—April 19, 2024
- SBEA—Summer school to be held at South High, Hickory El & Calle Mayor MS



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TCPTA College & Career Fair Chair, Kate Brewer

- Will be held on 2/24 at North High, 10 a.m. to 1 p.m.
- 70 organizations, 125 reps, 21 workshops

TUSD Board President, Jasmine Park shared remarks of appreciation re: the programs and dedicated PTA volunteers in TUSD schools.

Jan thanked everyone for attending, including principals, presidents, delegates.

**Election of the 2024-2025 TCPTA Board of Directors**

Parliamentarian Pro Tem Diane Wang read the information in the TCPTA bylaws regarding elections.

Samantha Morgan read the nominating report, posted on January 9<sup>th</sup>.

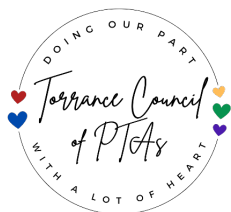
The following is the proposed slate of officers:

President Jan Hirata  
1st VP Nannette Nolan  
2ndVP Kerri Narasaki  
3rd VP Cindy Shields  
4th VP Jennifer Ruste  
5th VP Terry Ragins  
6th VP Jordonna Gibbs  
7th VP Cayme Momita  
8th VP Josie Lee-Nozaki  
9th VP Judy Briggs  
Treasurer Mary Scharpf  
Financial Secretary Shanie Asato  
Recording Secretary Sumi Arnheim  
Historian Kristin Ishida  
Financial Reviewer Nels Atha

Nominations were invited from the floor for every office—there were none brought forward so the nominations were closed.

**THE SLATE OF OFFICERS (AS LISTED and READ) WAS ELECTED WITH UNANIMOUS VOICE VOTE.**

**Adoption of the Revised TCPTA Bylaws—Parliamentarian Pro Tem Diane Wang**



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Diane reported that the bylaws were updated to the current form provided by the California State PTA. In addition, one amendment was made which moves Standing Rule 29a to Page 9, Article IX, Section 1 indicating the webmaster has voting rights at Executive Board meetings and is appointed by the president, subject to ratification of the executive board.

**MOTION: DIANE WANG MOVED TO APPROVE AND ADOPT THE BYLAWS REVISION AS PRESENTED. SECONDED. APPROVED WITH UNANIMOUS VOICE VOTE.**

**TCPTA Financial Reports**

Judy Briggs, 9<sup>th</sup> Vice President, Director of Budget and Finance discussed the following:  
 Judy presented the July 1, 2023 to January 31, 2024 budget report (attached)

|                               |              |
|-------------------------------|--------------|
| Balance on hand as of 7/01/23 | \$ 35,248.22 |
| Total Receipts                | \$ 44,480.42 |
| Total Disbursements           | \$ 33,586.44 |
| Balance on hand as of 1/31/24 | \$ 46,142.20 |

July 2023 to January 2024 budget report will be filed for financial review.

**MOTION: JUDY BRIGGS MOVED TO RELEASE THE FOLLOWING FUNDS:**

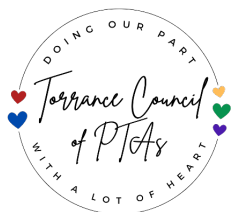
Administration

|   |          |
|---|----------|
| 046 - TEF Basket - Council Contribution Expense | 100.00   |
| 046A - TEF Dinner Council President Expense     | 175.00   |
| 066C - Spring Brunch Beverage Expense           | 150.00   |
| 066D - Spring Brunch Expense                    | 400.00   |
| 069B - Unit Lunches - In/Out Presidents Expense | 1,200.00 |
| 096 - National Convention Expense               | 200.00   |
| 102 - Past President's Pin Expense              | 50.00    |
| 115 - In/Out Presidents Luncheon BOD Expense    | 150.00   |
| 118 - Council T-shirts Expense                  | 250.00   |

Programs

Scholarships

|   |          |
|---|----------|
| 037 - Scholarships - Council Contribution Expense | 1,000.00 |
|---|----------|



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|   |          |
|---|----------|
| 037A - Scholarships - Unit Contribution Expense | 1,500.00 |
| 037B - Scholarships - Copies, etc. Expense      | 200.00   |
| 037D - Scholarships - Holiday Raffle Expense    | 2,700.00 |
| 037E - Scholarships - Encumbrance Expense       | 240.00   |

**SECONDED. APPROVED WITH UNANIMOUS VOICE VOTE.**

Shanie Asato, Treasurer, discussed the following:

Balance on hand as of 10/1/23:

|                        |              |
|------------------------|--------------|
| Beginning balance      | \$ 46,528.66 |
| Total Receipts         | \$ 25,945.17 |
| Total Disbursements    | \$ 26,591.79 |
| Ending balance 1/31/24 | \$ 45,882.04 |

October 2023 to January 2024 Treasurer's report will be filed for financial review.

**MOTION: SHANIE ASATO MOVED TO RATIFY CHECKS #4436 TO #4485 IN THE AMOUNT OF \$26,591.79 AS PRINTED IN THE OCTOBER 1, 2023 TO JANUARY 31, 2024 TREASURER'S REPORT.**

**SECONDED. APPROVED WITH UNANIMOUS VOICE VOTE.**

Mary Scharpf, Financial Secretary, reported:

|                 |              |
|-----------------|--------------|
| Total Receipts  | \$ 22,788.12 |
| Total deposits  | \$ 24,079.25 |
| Total payments  | \$ 26,256.80 |
| Total transfers | \$ 1,530.93  |

Total membership 2023-2024 10,930

October 2023-January 2024 Financial Secretary's report will be filed for financial review.

**Torrance Council of PTAs Honorary Service Awards—**

Chairs Denise Spellman and Adrienne Temblador

Thanked their committee and recognized past TCPTA HSA recipients.

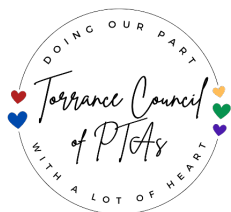
Presented this year's recipients: Cherie Dorreen, Diane Wang and Cayme Momita.

Founder's Day Trivia—Nannette Nolan and Michelle Van Lerberghe

Nannette led the audience in a Founder's Day trivia game.

Free Will giving invited to following link— <http://tcpta.myschoolcentral.com>

Membership update



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TCPTA has 10,930 members as of 1/31/24, representing an increase of 287 members over last year at this time.

California State PTA Convention—May 3 to 5, 2024 in Ontario, CA

Special Education Taskforce Community Information Sessions—Nannette Nolan

- Engage SPED families and gain insight
- Explore how PTAs can better support
- Building a roadmap for inclusive PTAs

More information coming.

Planning Inclusive PTA Events Workshop and Roundtable—Nannette Nolan  
February 27<sup>th</sup> at 7:00 p.m. on Zoom

Terry Ragins—5<sup>th</sup> VP, Director of Health:

- March Executive Board Meeting will be held at allcove Beach Cities, Redondo Beach
- Parent Workshop on Tobacco Vaping Prevention Education
  - March 5<sup>th</sup>, 11:30 am to 12:30 pm at the Classified Conference Center

TCPTA Reflections Celebration

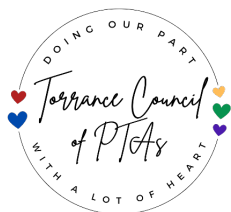
- Thursday, March 28, 2024 at North High School PAC, 6-8pm.
- Honoring Council's winners only.
- Evites will be sent very soon to the artists, their families, Reflections Chairs, Presidents, Principals, TCPTAs Exec Board, and honored dignitaries!

Next Executive Board Meeting will be held on March 6<sup>th</sup> at allcove Beach Cities, 514 N. Prospect Ave. Suite 400, Redondo Beach, CA 90277 at 9:30 a.m.

Next Association Meeting will be Spring Brunch, on June 5<sup>th</sup> at Torrance High School in the main gym, 2200 W. Carson St., Torrance 90501.

The Association Meeting was adjourned at 10:43 a.m.

Sumiye Arnheim, Recording Secretary



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**Attendance;**

Board of Directors:

Jan Hirata, President  
Nannette Nolan, 1<sup>st</sup> VP  
Kerri Narasaki, 2<sup>nd</sup> VP  
Cindy Shields, 3<sup>rd</sup> VP  
Jennifer Ruste, 4<sup>th</sup> VP  
Terry Ragins, 5<sup>th</sup> VP  
Kristin Ishida, 6<sup>th</sup> VP  
Amanda Gutierrez, 7<sup>th</sup> VP—exc.  
Ryan Rauzon, 8<sup>th</sup> VP—abs.  
Judy Briggs, 9<sup>th</sup> VP

Sumi Arnheim, Recording Secretary  
Shanie Asato, Treasurer  
Mary Scharpf, Financial Secretary  
Nels Atha, Financial Reviewer  
Jordonna Gibbs, Historian  
Michelle VanLerberghe, Parl.—exc.  
Brigitte Kubota, Corresponding  
Secretary  
Dr. Tim Stowe, Advisor

Unit Presidents:

Adams—Candace Edwards  
Anza—Jessica Vroman  
Arlington—Aja Wada  
Arnold—Jacqueline Bitters—abs.  
Bert Lynn—Kyla Adams  
Calle Mayor—Josie Lee Nozaki  
Carr—Jen Borden  
Casimir—Brigitte Kubota  
Edison—Steve Choi—abs.  
Fern—Adrienne Temblador  
Hickory—Amy Brownstone  
J.H. Hull—Nicole Hagerman—abs.  
Jefferson—Jenn Gerson—exc.  
LAUNCH—Nina Avila—abs.  
Lincoln—Vicky Miyashiro

Madrona—Monica Sandoval—abs.  
Magruder—Leslie Prieto—abs.  
North—Amanda Gutierrez—exc.  
Richarson—Steve Chiamulon—abs.  
Riviera—Missy Williams  
Seaside—Samantha Morgan  
South—Julie Sullivan  
Torrance El—Risha Espiritu—abs.  
Torrance HS—Yoshiun Wong  
Towers—Mia Leininger—abs.  
Victor—Rebecca Rider—abs.  
Walteria—Sara Means  
West—Kate Brewer  
Wood—Kalee Partyka  
Yukon—Raena Hawkins—abs.

Chairs:

Cayme Momita, Tech Support  
Alma Reyes-Thomas, Training Wkshop

Denise Spellman, Project BOSS/HOPE  
Diane Wang, Webmaster

Guest courtesy seats granted:

Delegates

Bre Atha  
Carissa Baumhart, Edison  
Katie Bengerno  
Marissa Bernal  
Jill Bickel  
Catherine Bones, Towers  
Melissa Brown  
Cristel Castaneda, Torrance HS  
Krista Chaison, Hull  
Megan Chandler, Riviera  
Melody Gerding  
Carol Gong  
Ashleigh Gordon  
Kim Grey, North  
Xindy Holliday  
Apryl Huerta

Kacie Ito  
Ai Kashida  
Renee Liday, Hull  
Jessica Nguyen, Jefferson  
Catherine O'Bryan, Anza  
Melissa Para, Hickory  
Devin Retting, Adams  
Fiona Sanada  
Stacy Stewart, Arnold  
Susan Jendrucko Suyeyoshi, North  
Dhiya Villanueva  
Jeannine Watanabe  
Laura Wormley, Adams  
Suji Yamauchi, Casimir  
Cindy Yang

Guests

Bonnie Albillo, Seaside  
Osmar Albillo  
Cherie Dorreen, Seaside  
Shoko Nelson

Derek Nicholson  
Jezelle Pelena  
Lis Rios  
Isabel Rivera

Torrance Education Foundation

Pat Furey

Past TPCTA Presidents

Martha Deutsch

Camilla Seferian

TUSD Administration

Keith Butler  
Katherine Castleberry  
Ben Egan  
Kara Heinrich

Katie Krumpe  
Sara Myers  
Jon Pearson  
Tim Stowe

TUSD School Board

Jasmine Park

Principals

Amy Argento, Carr  
Willam Baker, Victor  
Tayo Balogun, Richardson  
Karen Bott Sfiligott, Arnold  
Cathy Di Vincenzo, Anza  
Jim Evans, South

Karim Girgis, Torrance HS  
Patty Girgis, Bert Lynn  
Suzanne Guidi, Walteria  
Sorah Han, Yukon  
Ellen Harrison, Seaside  
Vicki Hath, Arlington



Nicole Jacobson, Torrance El  
Janae Jeffery, Lincoln  
Sue Key, Magruder  
Seunghee Kim, Tower  
David Mosley, Calle Mayor  
Jenna Murata, West  
Jeffrey Nielsen, Madrona

Paul Nitake, North  
Lisa Nunes, Jefferson  
Jayne Okazaki, Edison  
Mike Remland, Fern  
Jackie Ryan, Hull  
Shayla Taranto, Adams

Absent

Arnold—Jacqueline Bitters  
Edison—Steve Choi  
J.H. Hull—Nicole Hagerman  
LAUNCH—Nina Avila  
Madrona—Monica Sandoval  
Magruder—Leslie Prieto

Richardson—Steve Chiamulon  
Torrance El— Risha Espiritu  
Towers—Mia Leininger  
Victor—Rebecca Rider  
Yukon—Raena Hawkin

Minutes approved as presented \_\_\_\_\_ Minutes approved as corrected \_\_\_\_\_