



TCPTA ASSOCIATION MEETING MINUTES
North High Performing Arts Center
3620 W. 182nd Street, Torrance 90504
February 5, 2025

Jan Hirata, President of TCPTA, called the meeting to order at 6:02 p.m. and welcomed everyone.

Attendance: see list (at end) for all attendees.

Excused Absences: Jordonna Gibbs, Kerri Narasaki, Mary Scharpf

Recording Secretary Sumi Arnheim, presented the October 2, 2024 TCPTA Association Meeting Minutes; available in the shared Google Drive.

The minutes were reviewed by the 2024-2025 Minutes Review Committee (Rebecca Rider, Adrienne Temblador, Jennifer Ruste) and will be filed for review.

Recommendations from TCPTA Executive Board since the last Association are listed:
From the November 6, 2024 Executive Board Meeting

1. That TCPTA approves the ratification of Nannette Nolan as Council Honorary Service Awards Selection Chair
2. That TCPTA approves the ratification of Cindy Shields as Unit and Council Scholarship Chair
3. That TCPTA approves the ratification of Jennifer Ruste as Council Bike Rodeo Chair
4. That TCPTA approves the Preliminary Holiday Celebration Event Plan as presented
5. That TCPTA elects the following for the Honorary Service Awards Committee: Committee—Jennifer Ruste, Carissa Baumhart, Nina Avila, Mary Scharpf and Alternates: Kerri Narasaki, Amy Brownstone, Samantha Morgan, Rebecca Rider
6. That TCPTA ratifies the appointment of Unit and Scholarship Committee: Judy Briggs, Terry Ragins, Josie Lee Nozaki, Nannette Nolan, Michelle VanLerberghe and Carissa Baumhart (alternate)
7. That TCPTA approves the Celebration of Giving Event Plan as presented.

From the November 20, 2024 Board of Directors Meeting

1. That TCPTA pays for any BOD member, not being paid for by a unit, \$15 to attend the Celebration of Giving
2. That TCPTA approves the ratification of Nannette Nolan as Convention Committee Chair and Jennifer Ruste, Jasmin King, Veronica Sandoval and Cat Bones as Convention Committee Members

From the January 8, 2025 Executive Board Meeting

1. That TCPTA ratifies the appointment of Lynda Myers as Founder's Day Chair

2. That TCPTA ratify the appointment of Michelle VanLerberghe as a Council Scholarship Committee Member
3. That TCPTA approves Josie Lee-Nozaki’s attendance at the Legislation Conference in Sacramento on February 3-4, 2025 and that expenses be paid by Council up to the budgeted amount
4. That TCPTA releases the funds for the Legislation Conference up to the budgeted amount as presented
5. That TCPTA approves the event plan for the Daytime HSA (Honorary Service Awards)

From the January 29, 2025 Board of Directors Meeting

1. That TCPTA increases the budget line item 090 for Convention by \$250 from unbudgeted line item 121
2. That TCPTA adopts the Convention event plan as presented
3. That TCPTA pays for up to 4 attendees to attend the Thirty-Third District Annual Association Meeting on February 27, 2025 at a cost of \$30 per person
4. That TCPTA adopts the January 1, 2024 to June 30, 2024 Financial Review as presented

MOTION: Nannette Nolan moved to approve the recommendations as posted. Voice vote taken; motion unanimously approved.

Minutes from the October 2024 Association Meeting

Minutes were reviewed by the Minutes Review Committee (Rebecca Rider, Adrienne Temblador, Jennifer Ruste).

Minutes will be filed for review.

Dr Kati Krumpe, TUSD Chief Academic Officer

Congratulated the Reflections participants and winners

Election of the slate of officers for 2025-2026—Terry Ragins

Terry read from the bylaws the election process. Will dispense with the reading of the election process.

Nominating Committee Report was posted on January 8, 2025.

Opportunity given to take nominations from the floor. No nominations from the floor.

Nannette Nolan, Nominating Committee Chair presented the slate of officers 2025-2026

President:	Jennifer Ruste
1st VP (Leadership)	Rebecca Rider
2nd VP (Organization)	Jan Hirata
3rd VP (Education)	Sumi Arnheim
4th VP (Community Services)	Kerri Narasaki
5th VP (Health)	Terry Ragins

6th VP (Hospitality)	Jordonna Gibbs
7th VP (Communications)	Cayme Momita
8th VP (Advocacy & Legislation)	Josie Lee-Nozaki
9th VP (Budget & Finance)	Nels Atha
Recording Secretary	Candace Edwards
Financial Secretary	Shanie Asato
Treasurer	Judy Briggs
Financial Reviewer	Nannette Nolan
Historian	Kristin Ishida

Voice vote taken; board approved.

Financial Reports

Budget to Actual Report

Judy Briggs presented the July 1, 2024 to January 31, 2025 Report.

Balance on hand as of 7/1/24, beginning balance	\$ 37,970.06
Total Receipts	\$ 39,005.06
Total Disbursements	\$ 21,382.26
Balance on hand 1/31/25	\$ 55,592.86

Treasurer Report

On behalf of treasurer Mary Scharpf, Shanie Asato presented the Treasurer Report for period of 10/1/24 to 1/31/25

Balance on hand as of 10/1/24, beginning balance	\$ 51,955.19
Total Receipts	\$ 22,749.51
Total Disbursements	\$ 19,456.84
Balance on hand 1/31/25	\$ 55,247.86

10/1/24 to 1/31/25 Treasurer report filed for financial review.

MOTION: Shanie Asato moved to ratify checks #4544-4559 in the amount of \$19,456.84 as listed in the 10/1/24 to 1/31/25 Treasurer Report. Seconded. Approved.

MOTION: Shanie Asato moved to release funds in the amount of \$ 42,573.00 as listed:

021 - Membership Promotional Supplies Expense	\$ 750.00
024A - HSA AM Presentation Expense	\$ 50.00
024PB - HSA PM - 2 Chairs, Superintend. & Council Pres. Exp.	\$ 300.00
024PC - HSA PM Dinner Reservations Expense	\$ 12,000.00
024PE - HSA PM Booklets Expense	\$ 600.00
033 - Shery Staff/Student Support Expense	\$ 250.00
046 - TEF Basket - Council Contribution Expense	\$ 100.00
046A - TEF Dinner Council President Expense	\$ 175.00
061 - Hospitality Supplies Expense	\$ 200.00
062 - Association Meeting Hospitality (2 @ \$150 ea) Expense	\$ 100.00
063 - Association Meeting - Guests Lunches - Expense	\$ 200.00
064 - Hospitality Ex Bd Mtgs and Training	\$ 250.00

066C - Spring Brunch Beverage Expense	\$ 250.00
066D - Spring Brunch Expense	\$ 400.00
069B - Unit Lunches - In/Out Presidents Expense	\$ 1,200.00
071 - Website & Database Expense	\$ 220.00
071A - Domain Name Renewal Expense	\$ 60.00
073 - Communication/Exhibit Supplies Expense	\$ 25.00
083 - Legislation (Supplies, etc.) Expense	\$ 100.00
090 - CAPTA Convention Expense	\$ 3,000.00
090A - CAPTA Convention - Council Fees Expense	\$ 200.00
090B - CAPTA Convention - Council Lunch Expense	\$ 200.00
095A - Thirty-Third District Meetings Expense	\$ 650.00
096 - National Convention Expense	\$ 200.00
101 - President's Expense	\$ 50.00
102 - Past President's Pin Expense	\$ 50.00
103 - State Filing/Taxes Expense	\$ 300.00
103A - Insurance Premium Expense	\$ 300.00
104 - Operating Expense - Postage	\$ 30.00
105 - Operating Expense - Copies	\$ 50.00
105A - Operating Expense - Association Meeting Copies	\$ 50.00
106 - Operating Expense - Supplies	\$ 200.00
107 - PTA EZ Software Expense	\$ 209.00
107A - Online Meeting Expense	\$ 300.00
107B - Email Communication Expense	\$ 150.00
109 - Historian Expense	\$ 500.00
110 - Room Rental Expense	\$ 1,000.00
112 - Payment Authorization/Cash Verification Forms Expense	\$ 50.00
114 - Holiday Lunch - BOD Expense	\$ 400.00
115 - In/Out Presidents Luncheon BOD Expense	\$ 150.00
117 - Bank Fees Expense	\$ 25.00
118 - Council T-shirts Expense	\$ 250.00
042 - Bike Rodeo - Expense	\$ 500.00
090C - CAPTA Convention Scholarship Expense	\$ 500.00
encumberered	\$ 500.00
032 - College & Career Fair - Expense	\$ 750.00
032A - College & Career Fair Unit Contribution - Expense	\$ 600.00
032E - College & Career Fair Encumbered Expense	\$ 1,125.00
085 - Diversity Equity & Inclusion Expense	\$ 300.00
023 - Founder's Day Council Contribution Expense	\$ 75.00
024 - HSA AM Recipient Gift Expense	\$ 50.00
024PA - HSA PM - 3 Recipients and Guests Expense	\$ 450.00
026A - HSA Certificates Expense	\$ 150.00
082 - CAPTA Legislative Conferences Expense	\$ 450.00
036 - Parent Education Classes Expense	\$ 100.00
047 - Project BOSS - Council Contribution Expense	\$ 100.00
047A - Project BOSS - Unit Contribution Expense	\$ 1,000.00
047B - Project BOSS - Outside Donations Expense	\$ 400.00

048 - Project HOPE - Council Contribution Expense	\$ 500.00
048A - Project HOPE - Unit Contribution Expense	\$ 1,000.00
048B - Project HOPE - Outside Donation Expense	\$ 1,000.00
048C - Project HOPE Senior Sponsor Donation Expense	\$ 500.00
048E - Project HOPE Encumbrance Expense	\$ 1,154.00
051 - Red Ribbon Week - Expense	\$ 25.00
051A - Shery Red Ribbon - Expense	\$ 25.00
027 - Reflections/Cultural Arts Expense	\$ 450.00
037 - Scholarships - Council Contribution Expense	\$ 1,000.00
037A - Scholarships - Unit Contribution Expense	\$ 1,000.00
037B - Scholarships - Copies, etc. Expense	\$ 200.00
037D - Scholarships - Holiday Raffle Expense	\$ 2,000.00
037E - Scholarships - Encumbrance Expense	\$ 325.00
002 - Community Membership Expense	\$ 300.00
030 - Training Workshop Copies/Supplies Expense	\$ 500.00

Seconded. Approved.

Financial Secretary Report

Shanie Asato presented the Financial Secretary report for 10/1/24 to 1/31/25.

Total receipts	\$ 21,464.89
Total deposits	\$ 21,374.00
Total payments	\$ 19,083.86
Total transfers	\$ 1,002.53
Total membership 2024-25	10,432

10/1/24 to 1/31/25 Financial Secretary report filed for financial review.

Financial Review

Nels Atha presented the Financial Review for the period of January 1, 2024 to June 30, 2024.

Nels Atha has examined the financial records of the treasurer of Torrance Council of PTAs and found them correct with following recommendation: Consider voiding old checks and determine if payment needs to be reissued to the payees.

Motion: Nels Atha moved to adopt the Financial Review for the period of January 1, 2024 to June 30, 2024.

Seconded. Approved.

Honorary Service Awards

Nannette Nolan, Honorary Service Awards Committee Chair shared information about the awards.

Torrance Council of PTAs gave HSA awards to Mary Scharpf and Dr. Tim Stowe, and a Golden Oak HSA award to Terry Ragins (for lifetime service and volunteerism)

Founder's Day Presentation was given by Phoebe Apperson Hearst, portrayed by Lynda Myers.

Announcements

- College and Career Fair
 - Saturday, February 22nd at South High School, 10:00 a.m. to 1:00 p.m.
- CAPTA Convention
 - May 2 to 4, 2025—Ontario Convention Center

Jan Hirata, President of TCPTA, adjourned the meeting at 6:45 p.m..

Reflections Program followed the meeting.

Three types of awards are given: Award of Excellence (1st place), Award of Merit (2nd place), Honorable Mention (3rd place) in the following categories: Dance Choreography, Film Production, Literature, Music Composition, Photography and Visual Arts
The Award of Excellence winners were presented with certificates and acknowledged on stage.

Sumi Arnheim, Recording Secretary

Approved as submitted _____ Approved as corrected _____

Attendance:

Board of Directors
Jan Hirata, President
Nannette Nolan, 1st VP
Cindy Shields, 3rd VP
Jennifer Ruste, 4th VP
Cayme Momita, 7th VP
Josie Lee-Nozaki, 8th VP

Judy Briggs, 9th VP
Sumi Arnheim, Recording Secretary
Shanie Asato, Financial Secretary
Nels Atha, Financial Reviewer
Brigitte Kubota, Corres. Secretary
Terry Ragins, Parliamentarian

TCPTA Chairs/Liaisons

Denise Spellman, Project HOPE & BOSS
Pat Furey, TEF

Presidents

Adams—Katti Fields
Arnold—Katie Doss
Calle Mayor—Josie Lee-Nozaki
Casimir—Brigitte Kubota
Fern—Bre Atha
Hickory—Amy Brownstone
J.H. Hull—Jennifer Ruste
Jefferson—Veronica Sandoval
Madrona—Adrienne Temblador

Leslie Prieto, Magruder
Richarson—Sara McKown
Seaside—Samantha Morgan
South—Julie Sullivan
Torrance El—Jasmin King
Towers—Catherine Bones
Victor—Rebecca Rider
Walteria—Sara Means
Wood—Mariana Garcia

Principals

Anza—Cathy Di Vincenzo
Arlington—Vicki Hath
Bert Lynn—Patty Girgis
Hickory—Cindy Leach
Hickory (Asst)—Heather Whitten
Jefferson—Lisa Nunes
Lincoln—Tracy Mura
Lincoln—Janae Jeffery
Madrona—Sue Key

Magruder—Keely Hardage
North—Paul Nitake
Richarson—Tayo Balogun
South—Jim Evans
Torrance El—Nicole Jacobson
Torrance HS—Karim Girgis
Victor—Bill Baker
Walteria—Laurie Chandley

Delegates

Casimir—Jeannine Watanabe
Casimir—Suji Yamauchi
Hickory—Sunny Joo
Hull—Candace Edwards
Jefferson—Christie Pisapia
Lincoln—Carol Cosme
Lincoln—Karen Gonzalez
North High—Veronica Duarte

Seaside—Paola Garcia
South—Marissa Bernal
Torrance HS—Cristal Castenada
Victor—Kelly Reid
Walteria—Jill Bickel
Wood—Eliross Lira
Wood—Kalee Partyka

TUSD

Kati Krumpe, Chief Academic Officer
Anil Muhammed, School Board

Sara Myers, Dir. of Communications
Tim Stowe, Superintendent

Guests

Martha Deutsch—TCPTA
Kelly Elvernuz—Arlington
Jenn Gerson—Jefferson
Sue Herbers—TCPTA
Katrina Hetrick
Amber Jackson—Adams
Sunny Joo—Hickory
Brandi Thompson—Wood

Reflections Chair
Jenny Choi, Edison
Paola Garcia, Calle Mayor
Carrie Paige, West High

