

February 2026 YHALE PTO Board Monthly Meeting Agenda

A meeting of the PTO Board of Yi Hwang Academy (the “School” or “YHALE”) will be held on February 10, 2026 at 7pm online via Google Meet.

The meeting began approximately at 7:08pm

PTO Board Members

Cynthia Bancroft (Co-president)

Kelly Chen (Co-president)

Justin Bancroft (IT)

Sun Park (Treasurer)

Gabrielle Lofton (Co-chair Hospitality Committee)

Sahrish Ali (Co-chair Hospitality Committee)

Ami Hastings (Co-chair Literacy Committee)

Sana Nair (Co-chair Events Committee)

Dawn Jung Allen (Co-chair Literacy Committee)

Shannon Williams (Co-chair Communications)

Christine Hsieh (Co-chair Events and Fundraising Committee)

Michelle Glover (Co-chair Events and Fundraising Committee)

Attendees Present

Gabrielle Lofton, Cynthia Bancroft, Kelly Chen, Sun Park, Sana Nair, Ami Hastings, Michelle Glover, Mallory Lin, Sandra Fucinos, Sahrish Ali, [Shannon Williams](#)

Agenda

Welcome & Announcements

Welcome to Mallory!

PTO Board & Committees

A. Communications (Shannon)

B. Literacy Committee (Ami,Dawn)

a. New members!!

- i. Mallory Lin and Sandra Fucinos - Will plan on onboarding in upcoming weeks.

b. Spring Plum Blossom Book Fair- current dates are 4/24 - 5/8. This won't work as it conflicts with GMAS window. Also reducing duration to 1 week.

Some proposals:

1. March 30 - April 3 - This will be the Spring Plum Blossom Book fair week PTO is aiming for.

2. March 23 - 27 - Cannot do this date due to Science Field trip conflict
- ii. Do we want to propose either a cashless fair or coinless?
(Rounding up)
- c. Reminding school to renew Follet Destiny library mgt system
 - i. Check with Tomiko Park regarding this invoice. PTO has not yet received the invoice, but it may have been switched over to the school.
 - ii. Check with Ms. Hadassah as an invoice will arrive via physical mail.

C. Treasurer (Sun)

1.

GROUP	EVENT	EXP	INC	TOTAL
COMMUNICATIONS	SMORES	179.00		(179.00)
EVENTS	INTNL NIGHT RAFFLE	147.52	1,135.00	987.48
	PNO	84.38	680.00	595.62
	POPSICLE PLAYDATE	57.02		(57.02)
	SPIRIT DAY		310.00	310.00
	TEARS & CHEERS	32.99		(32.99)
FUNDRAISING	BOO	247.95	1,705.00	1,457.05
	PASSIVE		480.76	480.76
	PTO		165.00	165.00
	UNIFORMS/SUMMER SHIRT SALE		286.00	286.00
HOSPITALITY	BIRTHDAY	62.48		(62.48)
	CUSTODIAL	114.03		(114.03)
	ILD	384.78		(384.78)
	STAFF APPRECIATION	317.89		(317.89)
PTO	DONATION		2,932.00	2,932.00
	FIN	550.00		(550.00)
	INT		2.54	2.54
	MEETING	148.12	320.00	171.88
	OPERATIONS	1,374.93		(1,374.93)
	ORIENTATION	161.28		(161.28)
Subtotal		3,862.37	8,016.30	4,153.93
LITERACY	INTNL NIGHT USED BOOKS		42.00	42.00
	TIGER TAILS	7,681.66	10,746.08	3,064.42
Literacy Subtotal		7,681.66	10,788.08	3,106.42
Grand Total		11,544.03	18,804.38	7,260.35

2. Penny wars silver coins value to coin for online purchases

- Week 1 (Wednesday after school) - Sun and Michelle
- Week 2 - Kelly and Cynthia
- Week 3 - Kelly and Cynthia

3. Jojo invoice - 15% credit v 10% cashback - confirming we do want to continue using this vendor/this is not the vendor direct from China?

D. Events and Fundraising Committee (Christine, Michelle, Sana)

- a. Penny Wars -
 - i. distribution of flyers - Michelle and Sandra will distribute flyers Wednesday.
 - ii. Counting and tracking weekly or at the end?
 - 1. We will track weekly.
- b. Spring Dance -
 - i. Items remaining? Side meetings? Extra support

E. Hospitality (Gabrielle, Sahrish)

- a. Day before Spring Dance, ILD lunch was provided to teachers
- b. Gabby asked Sun what level of detail needs to be provided when submitting for reimbursements for lunch. Need to provide vendor name, number, address.
- c. Potluck planned for next ILD

F. IT (Justin)

- a. Will setup access for Sandra

G. Co-Presidents (Cynthia, Kelly)

- Science Field Trip
 - Field Trip Dates: March 23-27, 2026
 - Grade levels: K-7
 - Total students: 537 students
 - Cost: \$13 per student – total \$6981.00
 - 50 % deposit (\$3490.00) due by March 1, 2026
 - PTO has \$3,000 budgeted for this trip. School will cover the remainder.
- General Board meeting
- Spring General In Person Board Meeting - In Person meeting. – Meet a week beforehand? - 03/18

Closing Items

Adjourned at approximately 8:38 PM.