



CUBBERLEY ELEMENTARY SCHOOL - PTA
3201 MARATHON DRIVE
SAN DIEGO, CALIFORNIA 92123
P: 858496807

Cubberley Elementary PTA Meeting Agenda

Monday, November 7, 2022

In Attendance: Heather Taylor, Heather Boye, Magdalena Ruvalcaba, Rachael Munroe, Adrienne Baker, Travis Baker, Debbie Churchill, Mariah Foster, Shannon Young, Sarah Knox.

6:01pm meeting called to order by Heather Taylor

Approval of Minutes

A motion to approve the October minutes was made by: Heather Boye Seconded by: Adrienne Baker

All in favor: X

Opposed: N/A

President's Report

Heather Riggi-Taylor (Cubberley Elementary School - PTA)

- Butter Braid Recap
 - Heather Boye – Did not do quite as well, but not far off. Sold \$3,489, which made our profit around \$1,200. Still need to provide pizza & popsicle party and individual prizes. Sold 210 units of BB. Heather shared in-depth break down of fundraisers with board to edit & add feedback. "Host program report" is the name of the document.
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Principal's Report

Magdalena Ruvalcaba (Cubberley Elementary School - PTA)

Nothing new to report, parent/teacher conferences next week. All week minimum days, 11:55am dismissal. Teachers meeting with all families and goal of 100% participation. If you can't meet next week, let teacher know and it can be scheduled for week after Thanksgiving.

Treasurer's Report

Heather Boye (Cubberley Elementary School - PTA)

- Monthly Treasurers report (attached)
 - Everything balancing well. A lot of income from Build a Cougar, Chipolte, Trunk or Treat, Butter Braids, Reader Board. Annual PTA renewals paid so multiple expenses. All accounts matching except for the Art Corp deposit that hasn't been cashed yet. Financially looking very well. Taxes, insurance, etc. for school year now complete from a financial standpoint.
- Classroom engagement – Treasure box items – teachers to get back with Adrienne before winter break. \$300 total, \$30 per class.

- School assemblies – Emails out for several opportunities, but nothing confirmed. List from district of approved, but Mariah mentioned police officer. Mrs. Ruvalcava has a free of charge, risk (Kathy's son) will be doing an assembly. Hopefully before winter break. Mariah to f/u with police regarding assembly this week. Split assembly between groups? Schedule after lunch, okay with whole school if that is best for presenter(s).
- Field trips - Adrienne to create Google sheet, teachers can add trips as they book. One class booked, working with Carmela. Heather is tracking on separate sheet to account for field trip buses. (Miss Hollers class)

Committee Reports

Committee reports

- Holiday Event December 14th 6p-7:30p
- Mrs. Ruvalcava – teachers don't want time commitment of decorating. Can do it with parent led volunteers from each classroom. Door our outside of room. Mon – Weds of week of holiday event. Seasonal artwork would be appreciated. Utilize PTA holiday decorations.
- Heather Boye – students like pre-recorded so they can participate in events.
- Heather Taylor – pre-recorded class songs – Sarah Knox volunteered to record. Mariah - Students called to common area around 7:00pm. Mrs. Ruvalcava – needs to be structured and planned out or just recording on loop.
- *Repeat last years format. Doors decorated, pre-recorded song,
 - Heather Taylor moved to approve pre-recorded event, all in favor except Adrienne & Travis, who oppose. Mrs. Ruvalcava abstained from voting
- \$600 budget. 5th graders to provide dinner? PTA bake sale? Free because it is a whole school event, have a lot of free crafts available, Brandon volunteered in the past to do photos, PTA provided backdrop. Lauren donated two nutcrackers, can create backdrop in breezeway. Parent of Jackson & Theo in room 4 Ms. Ladisa is a photographer.
- \$105 food, \$457 craft & decorations, \$129 staff decorations
- Mon – Wednesday after school – parent volunteers needed for each class. Decorate the exterior and door of classrooms – lights, inflatables. Only use painters tape!
- Recording – on stage in auditorium. PTA to decorate. 12/9
- Running club awards tomorrow, 11/8, if it rains we will cancel and postpone until next week.

Action Items –

- Committee to talk offline about further details of Holiday Event and bring to Mrs. Ruvalcava

Next Meeting

Tuesday, December 6th

Tuesday, January 3rd

Meeting adjourned at 7:14 pm by Heather Taylor