



Meeting #1

Cubberley Elementary School - PTA
3201 Marathon Drive
San Diego, California 92123
Phone: 858496807

Project: - PTA Meetings
3201 Marathon Drive
San Diego, California 92123

Oct. PTA Meeting Minutes

MEETING DATE: 10/10/2019 **MEETING TIME:** 6:00PM - Pacific Time (US & Canada)

MEETING LOCATION: Cubberley Elementary

OVERVIEW:
Oct. 2019 Cubberley PTA Meeting

NOTES:

ATTACHMENTS:

ATTENDEES:

Name	Company	Phone Number	Email	Attendance
Victoria Almera	Cubberley Elementary PTA	Tel:	almera.pod@gmail.com	Absent
Francesca Reyes	Cubberley Elementary PTA	Tel:	reyes.francesca@ymail.com	Absent
Adrienne Baker	Cubberley Elementary School - PTA	Tel:	tandabaker@gmail.com	Present
Mariah Foster	Cubberley Elementary School - PTA	Tel:	mmd.taramasco@gmail.com	Present
Branden Gerbracht	Cubberley Elementary School - PTA	Tel:	branden.gerbracht@gmail.com	Absent
Anna Johnston	Cubberley Elementary School - PTA	Tel:	annajohnston@live.com	Absent
Sarah Knox	Cubberley Elementary School - PTA	Tel:	sarahknox10@gmail.com	Present
Richard Martinez	Cubberley Elementary School - PTA	Tel:	rmvshouse@gmail.com	Present
Annie Mcconiville	Cubberley Elementary School - PTA	Tel:	islandgur194@hotmail.com	Absent
Hannah Meeuwsen	Cubberley Elementary School - PTA	Tel:	hannah.meeuwsen@gmail.com	Absent
Carrie Mundy	Cubberley Elementary School - PTA	Tel: (858) 735-4399	cmundy@forthe love of photography.net	Present
Sally Rich	Cubberley Elementary School - PTA	Tel:	sallygravesrich@icloud.com	Present
Magdalena Ruvalcaba	Cubberley Elementary School - PTA	Tel: (858) 496-8075	mruvalcaba@sandi.net	Present

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Nikki Wright	Cubberley Elementary School - PTA	Tel:	nmoon1922@yahoo.com	Absent
Mariah Yeager	Cubberley Elementary School - PTA	Tel:	mariah.yeager@yahoo.com	Present
Sia Her Abad	Cubberley Teacher	Tel:	sher@sandi.net	Absent
Christa Hoot	Cubberley Teacher	Tel:	choot@sandi.net	Absent
Donna Vaughn	Cubberley Teacher	Tel:	dvaughan@sandi.net	Absent

Opening

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Call Meeting to Order				Open
Description: Review last meeting notes/approve						
Official Documented Meeting Minutes: Meeting minutes: 6:04 pm - 7:26pm Carrie Motion to approve Sept meeting mins. Second Richard. Approve						
1.2	1	Additional Attendees				Open
Description: <ul style="list-style-type: none"> • Michelle Collens • Travis Baker 						
Official Documented Meeting Minutes: See above						

Principal's Report

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Principal's Report				Open
Description: <ul style="list-style-type: none"> • Parent Involvement <ul style="list-style-type: none"> ◦ Parent Workshop with Family Art Night (PTA Sponsored?) • Family Friday • National Parent Involvement Day 						
Official Documented Meeting Minutes: Friday with the principal went really well. Great response and showed interest. Thinking about planning a math one maybe paired with an Art night to keep interest. Carrie is going to do a survey monkey. Western BBQ, scheduled. Nov, 21. National parent involvement day, all school lunch from 11 to 1150am. Parents invited, can buy lunch and have lunch with the kids on the field, open to additional ideas. Backup plan if it rains? City school will be doing the food. Maybe parents do reading before hand in the classrooms? Maybe outside Games to do with the kids? Maybe not, teacher prep time. Photos with the kids? PTA needs to plan if we are to do. Teachers can ask parents to sign up to help to volunteer in the class. Time needs to be limited to not interfere with the teacher teaching. Maybe we should ask the Teachers what they would prefer. No more than an hour? Math focus, has to be done at a specific time. The time just before the lunch is more open to whatever. Maybe parents can help out in the garden pulling weeds and stuff. Kick						

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ball game with the parents? Would take a bunch of organization Parents could show up at 10 and just have recess time with the kids before eating. Or maybe 30 mins.

Treasurers Report

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Mid-Year Audit Report + Approval	Richard Martinez (Cubberley Elementary School - PTA)			Open
Official Documented Meeting Minutes: Finishing up, will have a quick meeting with the Members to approve later this month						
3.2	1	Budget + Approval				Open
Official Documented Meeting Minutes: On April 16, 2019 our balance was 7069.16 From May 9, 2019 to September 12, 2019 We had income of \$9551.09 We had expenditures of \$3811.35 on August 12, 2019 our balance was \$5739.74 From the period September 12, 2019 to October 10, 2019 We had income of \$1999.90 and expenditures of \$675.04 Leaving a balance of \$7064.60 I have not yet received a bank statement and I fully expect it to show roughly \$2000 in income from PTA memberships and the campout. Overall for last year: We started with \$7890.83 We took in 18279.64 We spent 20473.87 We ended the fiscal year with a balance of \$5255.50. Which is what we started this fiscal year with.						
3.3	1	Release of Funds + Approval				Open
Description: <ul style="list-style-type: none"> • Pooper Scooper Needed for School: Approx. \$25 on amazon • If we have funds...purchase snow cone machine...we can use it for fundraising and for school incentives (have a snow cone party with school approved juice) 						
Official Documented Meeting Minutes: Snowcone machine purchase, Carrie will shop for it. We approve researching. Does anyone have outstanding receipts from campout? No Pooper Scooper Vote: Carrie w/Richard as second. Unanimous Yes vote						

School Assemblies

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	All School Motivational Assembly	Sally Rich (Cubberley Elementary School - PTA)			Open
Description: Speaker: Jeni Davenport - Board: please see email going out with details						
Official Documented Meeting Minutes: Jeni's main range is K through 3rd. She just wrote a book called kind words Wants to send out a survey to the teachers about topics that the teachers would like covered by her. Like bullying etc. So she can tailor her talk to the students here. Very one would get free wrist bands etc. She is offering a parents portion. Wants to be sure the parents get the same message as the kids. But can be done in the evening even on a different day. She wants to do a post event survey. She even offers family counseling. Got her down to \$1500 for the whole thing. Wants her						

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	book out or wants us to market her book as part of the deal. Photo release, make sure we have a photo release. Needs to be looked into. Where will the events be held. Probably in the classrooms. When is the survey done? Targeting Nov 12. Maybe have the parents do the parent part on Parent involvement day, 10 to 11am.					
	Vote on expense, Mariah Foster w/Carrie as second. Unanimous Yes vote					
4.2	1	SD Sockers	Mariah Foster (Cubberley Elementary School - PTA)			Open
Official Documented Meeting Minutes: SD soccer has agreed to donate 4 tickets. They are willing to Soccer players to come out and do an assembly with the kids in 2020 about health if we promote a game. We can talk about it more at the next meeting						

Point of Lights						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Point of Lights	Mariah Foster (Cubberley Elementary School - PTA)			Open
Description: <ul style="list-style-type: none"> • Point of Lights <ul style="list-style-type: none"> ◦ Campout ◦ Garden (date) 						
Official Documented Meeting Minutes: Point of lights: People are using movie nights for their events. Have kids helping collecting money. Next year we are going to use the camp out. Need to take picks of the kids helping pitch the tents, we need to involve the kids in the set up of the events. We could do it at almost all upcoming events so we can get more help. Trunk or Treat - How can we get the kids to help? Handing out the tickets, help set up the trunks, serving the food, decorating. Garden project. We need to get it set up. Then Mariah will go to local stores and try and get donations.						

Fundraisers						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Fall Fundraiser	Mariah Yeager (Cubberley Elementary School - PTA)			Open
Official Documented Meeting Minutes: Doing well so far. We already have \$1400 sold online. Giving prizes for getting signed up on line and sending out emails. Really planning on pushing.						
6.2	1	BoxTops	Mariah Foster (Cubberley Elementary School - PTA)			Open
Official Documented Meeting Minutes: Box tops have been turned in. We are going to start pushing them more.						
6.3	1	San Diego Sockers	Mariah Foster (Cubberley Elementary School - PTA)			Open
6.4	1	RiverWalk Golf	Mariah Foster (Cubberley Elementary School - PTA)			Open
Description: Breakfast with Santa (River Walk)						
Official Documented Meeting Minutes: They donated a 4 some at the golf course, we agreed to promote them on social media. If we promote their dinner with Santa they will donate \$1 per attendee to the school. We all agreed to this.						

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6.5	1	Panera	Mariah Foster (Cubberley Elementary School - PTA)			Open
Official Documented Meeting Minutes: Panera said no, since the new location will not be open in time.						
6.6	1	January Family Night Out Restaurant				Open
Official Documented Meeting Minutes: Reach out to Mission valley mall Panera for Jan dinner						

Cubberley Camp-Out Recap

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
7.1	1	Expenses/Profit	Richard Martinez (Cubberley Elementary School - PTA), Carrie Mundy (Cubberley Elementary School - PTA)			Open

<p>Description:</p> <p>Expenses:</p> <ul style="list-style-type: none"> • Movie DVD: \$16.52 (donated the library to the school's rainy day movie library) • Glow Items from Dollar Store: \$47.41 • Campout Food & Supplies from Smart & Final: \$158.51 • Cosco - Ice: \$22.21 • Costco - Food/Beverages & Supplies: \$225.02 • Donuts: \$64.50 • Janitor/rental fee: \$139 (We were over charged by \$10...PTA's should have any rental fee's waived) <p><i>Are there any others?</i></p> <p>TOTAL EXPENSES: \$673.17</p> <p>Profit:</p> <ul style="list-style-type: none"> • Ticket Sales: \$1,134 • Ice Cream Man: \$31 • Beverage, Popcorn & Glow Stick Sales: \$93 <p>TOTAL PROFIT: \$1,258 Profit after Expenses: \$584.83</p>						
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7.2	1	Extra Supplies				Open
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<p>Description:</p> <ul style="list-style-type: none"> • Campout Leftover Supplies: <ul style="list-style-type: none"> ◦ Bottled Water ◦ Juice ◦ PopCorn ◦ PopCorn Cups ◦ Forks ◦ Coffee Cups and Cream (which we used for the Family Friday) <p>These will be used for the Halloween Event.</p>						
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Official Documented Meeting Minutes: \$584 profit People asked about a Spring one because people really want to go to one now. Agreed to just have one						
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We have leftover supplies for other events.

Ghoul Dance & Trunk or Treat						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
8.1	1	Tickets				Open
Description: \$3 per child/student - wrist band require						
8.2	1	Trunk sign-ups				Open
Official Documented Meeting Minutes: Flyer went out this week 5 people signed up so far.						
8.3	1	Dance Floor/DJ				Open
Official Documented Meeting Minutes: Maybe Ruvalcaba's niece to DJ						
8.4	1	Event Activities				Open
Description: Can we put out some carnival games or possibly have a blow up slide or another activity?						
Official Documented Meeting Minutes: Haunted hallway? Volunteered Travis and Sean to set up. Hit up ROTC to help with it. Or Taft Robotics club Online ticket sales? Yes Photobooth? Same backdrop? Yes.						
8.5	1	Decor				Open
Official Documented Meeting Minutes: We have asked the teachers to do an art project for the decorations. We are going to collect from the teachers on the 24th.						
8.6	1	Food/Beverages				Open
Description: <ul style="list-style-type: none"> • Costco Pizza or use Hannah's restaurant? • Popcorn (we have popcorn leftover from campout and about 75 popcorn cups leftover) • Bottled Water (we have leftovers) • Juice 						
Official Documented Meeting Minutes: Food simple. Costco pizza, popcorn						

Dec. Winter Program						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
9.1	1	Seating				Open
Description: Any ideas on how to assign seating or have a reservation system or ticketing system to avoid the mad rush for seats. People rush the auditorium and then won't leave their seats to purchase food or bid on silent auctions. Can we keep the doors closed/locked until after dinner? Idea...can Prime Time check-out that afternoon from room 1, 2 or 3?						
Official Documented Meeting Minutes:						

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	What are we doing for seats. Cards to leave on your seat so you can get up. Tape off area in the front for parents to come up and take pics					
9.2	1	Silent Auction Donations	Mariah Foster (Cubberley Elementary School - PTA)			Open
<p>Description: What we have to date:</p> <ul style="list-style-type: none"> • Ring doorbell • Riverwalk Golf • San Diego Sockers • USS Midway tickets • San Diego Natural History Museum Tickets • The New Children's Museum Tickets • Birch Aquarium Tickets • 4 Sea World Passes <p>Ideas for more...</p>						
<p>Official Documented Meeting Minutes: Silent auction items online. So people can get excited about it. All the stuff left over from fundraiser, Contemporary Museum of Art tickets</p>						
9.3	1	Theme				Open
<p>Description:</p> <ul style="list-style-type: none"> • "On with the Snow" 						
<p>Official Documented Meeting Minutes: Snowman theme</p>						
9.4	1	Decor				Open
9.5	1	Food to Sell				Open
<p>Description:</p> <ul style="list-style-type: none"> • Mexican Food <ul style="list-style-type: none"> ◦ Bean & Cheese Burritos ◦ Rice ◦ Tamales ◦ Quesadillas 						
<p>Official Documented Meeting Minutes: Tamales: Ruvalcaba's mom to make Tamales or Costco 15 for around \$12. Probably better to get from Costco. Bean and cheese burrito Beans: PTA make the beans. Get rice from somewhere. Enchiladas and bean/cheese burrito is what was decided upon. If we publicize we will make a good amount.</p>						

Misc. / Open Floor						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
10.1	1	Open floor				Open
<p>Official Documented Meeting Minutes: Yearbook, officially going with Entourage.</p> <p>No for Principles niece for DJ.</p> <p>Budget revisions. Ready to submit</p>						

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Adrienne: River clean up. Get a group to go Oct. 26. for Point of lights event. Has assembly info. Exploring arts maybe. She will look into it for maybe a 3rd assembly or many field trip. Garden grant? Carrie is going to do it. Award assembly, do we need to help at all with it.

We are up to 60 members

Anjourn						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
11.1	1	Next Meeting Date				Open
Official Documented Meeting Minutes: Nov. 14						
11.2	1	Meeting Adjourn Time				Open
Official Documented Meeting Minutes: 7:26pm						

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