



March 2021 PTA Meeting Minutes: Meeting #1

Meeting Date Mar 18, 2021 **Meeting Time** 6:00 PM - 7:00 PM Pacific Time (US & Canada)
Meeting Location Virtually//Online **Video Conferencing Link** <https://sandiegounified.zoom.us/j/83270168128>

Overview

Notes

Attachments

Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Adrienne Baker	Cubberley Elementary School - PTA		tandabaker@gmail.com	Present
Mariah Foster	Cubberley Elementary School - PTA		mmd.taramasco@gmail.com	Present
Sarah Knox	Cubberley Elementary School - PTA		sarahaknox10@gmail.com	Present
Richard Martinez	Cubberley Elementary School - PTA		rmvshouse@gmail.com	Present
Shannon Young	Cubberley Elementary School - PTA		skayyoung@gmail.com	Present

Welcome

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Call Meeting to Order	Richard Martinez (Cubberley Elementary School - PTA)			Open
Official Documented Meeting Minutes Called to order at 6:04PM.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.2	1	Approve February Meeting Minutes				Open
Official Documented Meeting Minutes Motion to approve minutes for February's meeting. Motioned: Sarah Seconded: Mariah Motion carries.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.3	1	Additional Attendees				Open
		Official Documented Meeting Minutes Anna Johnston				

Principal's Report

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Update from Principal	Magdalena Ruvalcaba (Cubberley Elementary School - PTA)			Open
		Description Update from Magdalena.				
		Official Documented Meeting Minutes Reopening: -Still on track to open on April 12. -Survey went out this morning to see how many want to come back and how many want to remain online. -Previous survey went out a few weeks ago. 42 response, 24 come back, 18 stay online. -Hoping to accommodate students 4 days a week. It is the expectation of the district to have students 4 days. -Only way to not accommodate 4 days if the classroom can not accommodate students at 5-6 feet apart. -5 hours of instruction and 30 minutes of lunch. -TBD - extra hour//enrichment hour. District representative to check to see how this hour can be used. (ArtCorp//clubs//etc) -Teachers discussing hours at this time. Proposed tentative hours are 8 AM - 1:30 PM. -30 minute wellness break to include snack and playtime. -Classrooms will look different. They will be much more bare in order to accommodate more desks and students. -Proposed daily schedule: 8-11 teacher will be simulcasting in class and students at home. half hour wellness break will fall in that time. Then lunch for 30 minutes (staggered lunches). They would then come back in the classroom for 2 hour live instruction. The kids at home would then have 3 hours of asynchronous learning. -Daily symptom check list at the door.				

Board of Director's Update

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	President's Report	Richard Martinez (Cubberley Elementary School - PTA)			Open
		Description Update from Richard.				
		Official Documented Meeting Minutes Banking: -Still working with bank. Spoke with Debbie (bank rep), she will get back to Richard. District Advisory Council -LCAP: Local Control Accountability Plan. Three year plan that discribes goals to support positive student outcome. -Budget: Still in preliminary stages.				

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Vice Principal's Report	Mariah Foster (Cubberley Elementary School - PTA)			Open
		Description Update from Mariah.				

<p>American Girl Doll</p> <p>Grow with Us pick up. Mad Scientist pick up.</p>
<p>Official Documented Meeting Minutes American Girl Doll: -Second doll came in, now we have two.</p> <p>Pick up: -Sent lists to teachers of students who did not pick up. Those teachers will reach out via email, dojo, or zoom.</p>

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Treasure's Report	Sarah Knox (Cubberley Elementary School - PTA)			Open
<p>Description Reimbursement to Adrienne Baker of \$117.40 for Valentine's Day crafts.</p>						
<p>Official Documented Meeting Minutes 4441.89 - Jan 63.86 - Deposit from Amazon Smile 9.25 - Totum Transfer 115.86 - Deposit Pay Pal -222.35 - American Girl Doll and Spring Craft to Mariah. Balance - 4408.51</p> <p>See Treasure's Report March 2021 attached.</p> <p>Move to approve expenditure of \$117.40 to Adrienne Baker for Valentine's Day craft. Motioned: Mariah Seconded: Sarah Motion carries.</p>						

Old Business

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Assemblies and Programs	Adrienne Baker (Cubberley Elementary School - PTA)			Open
<p>Description Mad Scientist Program Free Water Program Art Reach</p>						
<p>Official Documented Meeting Minutes April Program: -Tentative plan something for April. -Looking at Art Reach. Art Reach contact will be getting Adrienne list of materials needed for each project. If something easy to bag and get together, could be something we could do. -Suggested dates: Open at this time.</p> <p>Family Engagement - Family Fun Factory</p>						

Fee Water Program - no able to supply. They only do so many per year and they have reached their limit.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.2	1	Material Pick Up				Open
Description March 23rd						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.3	1	Parent Community Support Survey	Adrienne Baker (Cubberley Elementary School - PTA)			Open
Description Update.						
Official Documented Meeting Minutes Was sent out. Not many responses. Some need school supplies. Assistance with material pick up. Adrienne to contact those that completed survey to nail down what is needed and circle back to PTA to see what can be donated from group or personally.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.4	1	Teacher and Staff Appreciation	Mariah Foster (Cubberley Elementary School - PTA)			Open
Description Proposed ideas.						
Official Documented Meeting Minutes First week of May: Mariah has list of teachers and staff. -Boxed lunches (Maggies). -T-Shirts -Donuts (Bear Buns). -Menus for the meals. -"Tell me your favorites" survey to get better ideas of what to get. -Plants and/or flowers (Buy Serra Mesa Moms)						

New Business

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Proposed New Business				Open
Official Documented Meeting Minutes PTA members to get agenda 2-3 days prior to meeting. -Shannon to get full list of active members to make sure all included.						

Adjourn

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Meeting Adjourned	Richard Martinez (Cubberley Elementary School - PTA)			Open
Official Documented Meeting Minutes Meeting adjourned at 7:05 PM. Next meeting is April 15.						

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.
Please contact Cubberley Elementary School - PTA if there are any discrepancies or questions with the content of these minutes.