



CUBBERLEY ELEMENTARY SCHOOL - PTA
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Cubberley Elementary PTA Meeting Agenda

Tuesday, January 10, 2023

In Attendance: Heather Taylor, Rachael Munroe, Mariah Foster, Shannon Young, Heather Boye, Adrienne Baker, Megan Barbosa, Chad Williams, Sarah Knox, Magdalena Ruvalcava, Debbie Churchill.

Meeting called to order by: Heather Taylor at 6:04 pm

Approval of Minutes

A motion to approve the December minutes was made by: Heather Taylor Seconded by: Shannon Young

All in favor: X Opposed:

Principal's Report

Magdalena Ruvalcaba (Cubberley Elementary School - PTA)

Received projected enrollment for next school year. Currently 190, district projecting at 183 for next year. Projecting low mod-severe class. Currently at max, which is 12 and they are projecting 7. Thinks we'll be at full capacity with mod-severe. 183 may be a little low of a projection. District will allocate staff for school – counseling time, nurse time and teachers based on projected enrollment numbers and a preliminary budget. Shared yesterday with SSC meeting and heading into budget season, which will be based on preliminary projections. School Site Council (SSC) is body that votes on budget, but input is asked for from parents and teachers. Only 9 parent responses last year, all teachers responded. Ms. Ruvalcava to send out another budget survey and allow time during next parent/teacher coffee. Last Friday of the month, 1/27 right after the bell 7:30am.

Treasurer's Report

Heather Boye (Cubberley Elementary School - PTA)

- Monthly Treasurers report (attached). November's attached due to error in starting amount which was listed as \$10,000 and should have been \$14,000.
- Audit from the beginning of the school year. We matched to the penny.
- Quick recap of holiday event, on shared program report. Budgeted \$600, spent \$625 and brought in \$345. Adrienne Baker -\$521 profit for 5th graders on pizza at holiday event.

- Workers Comp Payroll Report - filed (due end of January) Confirmed with District that it's been submitted and currently have 40 members.
- Treasure Box prizes are in and will be distributed to teachers. Will be on January's report in terms of cost.
- Second payment installment due to ArtCorp
- \$13,725 on hand. Only December reimbursements were Rachael Munroe & Carrie Mundy.

ArtCorp – Carrie Mundy sent schedule of when classes are taking place. Mrs. Davis has already had her lesson but did not ask for any volunteers. Want to ask Ms. Ruvalcava if teachers are securing their own parent volunteers or if PTA assistance is needed. Mariah will follow up with Ms. Ruvalcava. First class was on 01/04/23.

Heather Taylor – Can we add ArtCorp to Cubberley gmail, so information is available to all about the program?

Sarah Knox to take photos for yearbook of classes during ArtCorp program. 4 months' worth of lessons scheduled through April. Sarah to make folders so photos of events so parents can upload for the yearbook. Heather Taylor to do digital communication to parents to submit photos from Cubberley events. Sarah Knox to place information on home page as well.

Mariah Foster to Ms. Ruvalcava – is PTA seeking parent volunteers for ArtCorp programs? Ms. Ruvalcava – does not know how it was done in the past. Does not recall seeing many volunteers. Just ArtCorp teacher, teacher and occasionally Ms. Ruvalcava. Chad Williams confirmed that no volunteers needed from PTA.

Committee Reports

Committee reports

- Assemblies – Adrienne Baker
- Booked an assembly for 1/20 Literacy Live with Puppets. \$275. Adrienne has seen show before and it's very cute.
- Potential assembly in February with Amazing Dana magician.
- Super Dentist provided slides for teachers to present to students in December with primary grades.
- Possible upcoming assemblies on Native American culture and music culture.
- Email address created for assemblies so pictures can be uploaded.

President's Report

Heather Riggi-Taylor (Cubberley Elementary School - PTA)

- 2023 PTA planning – looking to secure dates for upcoming events – jog-a-thon, movie night, spring dance.
- Friday, March 24th for jog-a-thon. A lot of hands are needed – donations, snacks, fundraising. Last year fundraising sheets were distributed 3 weeks in advance allowing students 2 weeks to fund raise.
- 2/24 – get information in backpacks to kids and announce at coffee with the principal and distribute in teacher mailboxes.
- Use run club to scan, must make sure every scanner has correct app. (an Apple device is needed) PTA should be able to print names and barcodes for all students and we won't have issues with scanning kids barcodes.
- January/February newsletter? Shannon to work on and distribute mid-January for February.

- Budget – do we have money for printing? Heather Boye to research.
- Events – movie event to utilize license. New Disney movie, Strange Planet or Puss n Boots.
- Free for everyone and not a fundraiser.
- Sell popcorn, nachos, hot dogs.
- Friday, after 6pm. February 24th? Last Friday of February.
- Teacher appreciation – beginning of May. Do something different each day – breakfast, lunch, desert, snacks, gift. Adrienne suggested clean-up of teacher’s lounge, making it more comfortable and cozier.
- Papa Johns on Friday for pizza? Shannon to send information from last year’s TAW to Heather Taylor.
- End of year Dance – 6:30 – 8:00. Sell concessions at the dance. Might have sold glow sticks. End of May? Bring back on agenda in February for further discussion.
- Saturday campout, bbq, movie, Ms. Ruvalcava read bedtime story, tents on field, donuts in the morning. \$25 included the whole family, food for the family and donuts & coffee in the morning. Talked about dedicating it to Chris, who brought it to Cubberley, we would have to decide if we are going to do it now because we would be competing on weekends for soccer teams who are renting out the field. Need to rent out with parks & recs.
- Look at budget and continue discussions in February on remaining 2023 PTA events.

Meeting adjourned at 7:07 pm by Heather Taylor.

Next Meeting – was not discussed during this meeting.
