



April 2023 PTA Meeting Minutes: Meeting #1

Meeting Date	Apr 4, 2023	Meeting Time	6:00 PM - 7:00 PM Pacific Time (US & Canada)
Meeting Location	Zoom ONLY	Video Conferencing Link	https://us02web.zoom.us/j/82217680156?pwd=d3cyRHhUMCtsazc1YnpZUHNaV2JjUT09

Overview

Notes

Attachments

Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Megan Barbosa	Cubberley Elementary School - PTA		meganbarbosa7@yahoo.com	Present
Heather Boye	Cubberley Elementary School - PTA		heather@flagshipsd.com	Present
Debbie Churchill	Cubberley Elementary School - PTA		mkhaushold@gmail.com	Present
Michelle Collins	Cubberley Elementary School - PTA		mcollins@sandi.net	Present
Mariah Foster	Cubberley Elementary School - PTA		mmd.taramasco@gmail.com	Present
Carissa Hill	Cubberley Elementary School - PTA		hill.carissa95@gmail.com	
Lauren Jones	Cubberley Elementary School - PTA		laurenjones@thetwistedcalla.com	
Sarah Knox	Cubberley Elementary School - PTA		sarahaknox10@gmail.com	Present
Carrie Mundy	Cubberley Elementary School - PTA	P: (858) 735-4399	cmundy@fortheloveofphotography.net	
Edna Pena	Cubberley Elementary School - PTA		ejuarez248@gmail.com	
Heather Riggi-Taylor	Cubberley Elementary School - PTA		heatherriggi@hotmail.com	Present
Magdalena Ruvalcaba	Cubberley Elementary School - PTA	P: (858) 496-8075	mruvalcaba@sandi.net	Present
Chad Williams	Cubberley Elementary School - PTA		williamschad40@gmail.com	Present
Shannon Young	Cubberley Elementary School - PTA		skayyoung@gmail.com	Present

Name	Company	Phone Number	Email	Attendance
Adrienne Baker	Cubberley Teacher		tandabaker@gmail.com	
Christa Hoot	Cubberley Teacher		choot@sandi.net	

Call meeting to order

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Call Meeting to Order	Heather Riggi-Taylor (Cubberley Elementary School - PTA)			Open
Official Documented Meeting Minutes Meeting called to order at 6:05 PM.						

Principal & Board Updates

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Principal's Report	Magdalena Ruvalcaba (Cubberley Elementary School - PTA)			Open
Official Documented Meeting Minutes Leader In Me seminar. May 16. 7:30 AM - 2 PM. Free for parents. Free food and child care. Open House. changed from 5/24 to 5/31. 5PM - 6PM. ArtCorp will be hosting an art show in the auditorium during this time. Coffee with the Principal April 28. 7:30AM - 8AM.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	President's Report	Heather Boye (Cubberley Elementary School - PTA)			Open

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	1	Treasure's Report	Heather Boye (Cubberley Elementary School - PTA)			Open
Official Documented Meeting Minutes March 1 - \$11373.33 No income Expenses: *Assembely - 500.00 *ArtCorps Supplies - 9.15 *ArtCorps Payment - 2600 *Buses 690 Ending Balance is \$7574.18						

Yearbook changes may be a bit off according to PayPal.
 Jog-a-thon donations are going into PayPal.
 Sarah to update product page for Jog-a-thon.

Completed treasure's book.
 Audit will need to be done 3/15.
 Three members, who are not check signers will have to partner with Heather to get this done.

New & Old Business

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	2023 - 2024 Board Elections	Heather Riggi-Taylor (Cubberley Elementary School - PTA)			Open
<p>Description Treasure - Heather Boye Historian/Yearbook Chair - Pamela Jimenez</p> <p>Official Documented Meeting Minutes President - Shannon Young Exec VP - Heather Taylor Secretary - Mariah Foster Treasure - Heather Boye Historian - Sarah Knox</p> <p>All board members have been voted in but present members at the time of vote: Shannon Young, Heather Taylor, Steve Taylor, Mariah Foster, John Foster, Sarah Knox, Heather Boye, Ms. Ruvacaba, Megan Barbosa, Steve Barbosa, Michelle Collins.</p> <p>Non executive positions will be assigned at a future date. President to assign Parlimitarian.</p>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Jog A Thon Updates	Heather Riggi-Taylor (Cubberley Elementary School - PTA)			Open
<p>Official Documented Meeting Minutes Time: 8AM - 9:30AM.</p> <p>Sarah will add a link to the product page for Jog-A-Thon donations. People will be able to donate in \$5.00 increments.</p> <p>Still looking for food and beverage donations as well as more volunteers. Have individual teachers send out information/reminder for jog a thon. Heather to send blurb to Ms. Ruvalcaba for teachers to post.</p> <p>We can use the copy room to store food and beverage.</p> <p>Same set up on field as last year with tables on track. Need table cloths. Need speakers. Sarah to bring one and Ruvalcaba to let us use the schools. Inflatable rainbow arch. -vote to purchase. fundraising expense. -motioned by Heather B. Seconded by Shannon. -Approved.</p> <p>Cancel run club for Friday.</p>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Teacher and Staff Appreciation Week				Open
Official Documented Meeting Minutes Need donations for each day. Only have Papa John's Pizza and a gym at the moment. Crissy's is a possibility. Need W9 to consider. Reach out to Jersey Mikes. We an purchase some other things, but we need to see how much is going to be spent on the lounge.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	End of Year Event				Open
Official Documented Meeting Minutes Are we doing anything? Need ideas. Camping is way to involved, not possible. Movie, pizza night instead. -Look into movies that are out. -Need date, June 2 or June 9, tentative.						

Close Meeting

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Adjourn Meeting	Heather Riggi-Taylor (Cubberley Elementary School - PTA)			Open
Official Documented Meeting Minutes Adjourn at 6:46 PM.						

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.