



April 2021 PTA Meeting Minutes: Meeting #1

Meeting Date Apr 15, 2021 **Meeting Time** 6:00 PM - 7:00 PM Pacific Time (US & Canada)

Meeting Location Online/Virtual **Video Conferencing Link** <https://sandiegounified.zoom.us/j/83270168128>

Overview Password to Zoom link is 848902.

Notes

Attachments [budget Revised 2020-2021.pdf](#), [Treasurers report April 2021 \(1\).pdf](#)

Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Adrienne Baker	Cubberley Elementary School - PTA		tandabaker@gmail.com	Present
Karen Calilung	Cubberley Elementary School - PTA		katecali14@gmail.com	
Amy Davis	Cubberley Elementary School - PTA		adavis@sandi.net	
Mariah Foster	Cubberley Elementary School - PTA		mmd.taramasco@gmail.com	Present
Anna Johnston	Cubberley Elementary School - PTA		annajohnston@live.com	
Sarah Knox	Cubberley Elementary School - PTA		sarahaknox10@gmail.com	Present
Richard Martinez	Cubberley Elementary School - PTA		rmvshouse@gmail.com	Present
Sally Rich	Cubberley Elementary School - PTA		sallygravesrich@icloud.com	
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 Call to order at 6:05 PM by Richard.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.2	1	Approval of March Meeting Minutes				Open
Official Documented Meeting Minutes Approval tabled until May meeting.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.3	1	Additional Attendees				Open
Official Documented Meeting Minutes None at this time.						

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 Back to school was pretty smooth. Biggest glitch was all the parents waiting on Monday (Day 1). Having 4 check in doors was very helpful. Wellness break schedule will need to be changed up due to multiple classes on playground at one time. Still taking kids into the classrooms where they have room. Still getting requests from families for kids to come back. For online students, there have been issues with the connection. It is a district wide issue. Cubberley will be getting 5 hotspots this week to mitigate the strain.						

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 No updates.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Vice President's Report	Mariah Foster (Cubberley Elementary School - PTA)			Open
Description Update from Mariah. First Day Welcome.						
Official Documented Meeting Minutes Teacher appreciation week. 27 staff						

Bear Buns: croissants sandwiches, but no discounts. \$4.15//Cinnamon Rolls - \$18.75 (6)//coffee - \$18.75 (18 ppl)
 Serra Mesa Moms Succulents: mini- \$4.00 (\$98 total)// multiple plants - \$5.00 (\$120 total). \$10 discount if ordered 27.
 Boxed lunches - Maggie's Cafe: \$10.00 per person. Turkey wrap/Veggie Burger/Caser Salad

Talk to Sandwich Company to get pricing.

Move to approve expenditure for 27 succulent plants at \$5 per plant for a total of \$135 for teacher appreciation.
 Motioned: Sarah
 Seconded: Adrienne
 Motion carries.

Teacher Appreciation Week:
 Monday - Breakfast Day
 Tuesday - Lunch Day
 Wednesday - Sweets Day
 Thursday - Plants
 Friday -

Move to approve full expenditure of the budget for this item by Richard.
 Seconded by Sarah
 No objection.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Treasure's Report	Sarah Knox (Cubberley Elementary School - PTA)			Open
Description						
Update from Sarah.						
Approval of reimbursement of \$169.33 to Mariah for First Day of School expenditures. (Approved on April 11.)						
Official Documented Meeting Minutes						
Got 2 new members and they gave a donation						
Check to Adrienne - \$597.40 Check to Mariah - \$169.33						
New balance: \$3,890.28						
Motion to approve expenditure of \$117.40 for Valentine's Day craft. Move: Mariah Second: Sarah Motion Carries						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Revised Budget	Sarah Knox (Cubberley Elementary School - PTA)			Open
Description						
Approve revised budget.						
Official Documented Meeting Minutes						
Revised budget completed. Added a \$15 expense under fundraising for American Girl Doll Shipping.						
Motion to approve revised budget.						

Motioned: Sarah
 Second: Shannon
 Motion carries.

Old Business

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Assemblies and Programs				Open
Description						
Art Reach Family Engagement - Family Fun Factory						
Official Documented Meeting Minutes						
Mad Science is crediting us an in person assembly. Adrienne to send email to Cubberley PTA email box.						
Art Reach - Adrienne talking to Brooke with Art Reach. Will present options via email.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.2	1	Material Pick Up				Open
Description						
Process moving forward.						
Official Documented Meeting Minutes						
Talk to Magdalena to see when that might be or if they will even have it.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.3	1	Parent Community Support Survey	Adrienne Baker (Cubberley Elementary School - PTA)			Open
Description						
Support needed//Donations						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.4	1	Teacher Appreciation Week				Open
Description						
Confirm calendar for the week.						
Ideas from last meeting:						
-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)						
Official Documented Meeting Minutes						
Please see VP report.						

New Business

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Proposed New Business				Open
<p>Official Documented Meeting Minutes Nomination for board is open for 2021-2022 year.</p> <p>Richard would like to pass the baton to a new president for next year. Elections are not until next month.</p>						

Adjourn

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Meeting Adjourn				Open
<p>Official Documented Meeting Minutes Meeting is adjourned at 7:05 PM by Richard. Next meeting is scheduled for Thursday, May 20th at which time we will have elections.</p>						

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.