



Cottonwood Creek PFC General Meeting Minutes December 13th, 2023

PFC General Meeting 7:00 PM- 8:00 PM

zoom link:

<https://us06web.zoom.us/j/84934022810?pwd=V2NBaVVjRDNRbm8xbTFjTURmb1VPUT09>

Note: Questions can be asked after every agenda item or typed into the chat

Attendees

CCS PFC Executive Board	CCS Staff
Rose Han - President	Erica Brown
Shaheen Parkar - Director of Communications	Dr. Ventura
Nida Ahmed - Secretary	
Madhura - Directory Enrichment	

Agenda Item	Speaker(s)	Duration
Call meeting to order	Rose (President)	1 min
Approval of the Minutes from the November 09th PFC General Meeting Nida Ahmed made a motion to approve the minutes from the last General meeting Shaheen 2nd it All Approved No Abstains	Rose (President)	1 min
Principal's Update & CCS staff updates <ul style="list-style-type: none"> • Winter Luncheon went really well as per feedback from the Staff. They really enjoyed themselves. • The Assemblies were a lot of fun for all the students. • Intruder on Campus Training was a 	Dr. Ventura (Principal) Ms. Brown (Assistant Principal)	10 mins

<p>success. The Staff is getting training for safety & security.</p> <ul style="list-style-type: none"> ● The Feb PFC meeting will be a joint one with the SSC meeting. ● 6th Grade students wrote books on science concepts and shared them with the lower grade students. ● The Spelling Bee Tests were conducted this week. The top 6 students qualifying in it will be going to the San Ramon Spelling Bee Competition. ● The Band & Orchestra performance is scheduled to take place tomorrow. There was a mini performance done today at school for the students. 		
<p>SSC Updates</p> <ul style="list-style-type: none"> ● Approve the draft plan for school ● School gym construction is going as per plan. The foundation for the gym is going to be laid in the coming months ● We need wireless microphones, Director IT CCS will inform us on the number of mics needed and the order for them will be placed in the middle of Jan 2024. ● A request was made to DUSD for teh K-8 CCS Calendar. All minimum days for the Elementary school may clash with those of Middle School. 	<p>SSC Rep/ Dr. Ventura (Principal)</p>	<p>10 mins</p>
<p>Enrichment:</p> <ul style="list-style-type: none"> ● ● Assemblies Update <ul style="list-style-type: none"> ○ Trivalley Tales Assembly - There was positive feedback from Dr. Ventura and the Staff. It was a great and therapeutic experience for the students. ○ I CAN HELP Assembly - Middle School students can do an assembly and a workshop. 4th - 5th Grade students will do an assembly only. The DARE assembly is scheduled 	<p>Madhura (Director of Enrichment)/ Vidita (Co Director of Enrichment)</p>	<p>5 min</p>

<p>close to this assembly.</p> <ul style="list-style-type: none"> ○ The WILD THINGS - Part of the assembly will be done once we are back from the Winter Break. 		
<p><u>Events:</u></p> <ul style="list-style-type: none"> ● Winter Staff Appreciation Lunch - This event was appreciated by all Staff and the Hand-made Boba Station was a complete success. ● Science Fair Update - Additional Science & Engineering Workshop with Ms. Keating <ul style="list-style-type: none"> ○ Nov 13th ○ Dec 04th ○ Jan 16th (Upcoming) <p>Registration is closed for the Science Fair and we will request Ms. Keating to join the PFC Board meeting for further details.</p> <ul style="list-style-type: none"> ● Winter Bingo Night - Thursday Nov 30th. (5-7 pm) - It was a fun night for the community. 4th to 5th Grade games are done. ● Astronomy Night - 14th March tentative date. ● Open House is tentatively scheduled for March 28th. If changes are made, a new date will be communicated. 	<p>PFC Team</p>	<p>20 mins</p>
<p><u>Next Meeting:</u></p> <p>Next Meeting – PFC General Meeting on Jan 11th, 2023 @ 7:00 pm - 8:00 pm - Move the PFC General meeting to Jan 18th 2024</p>	<p>Rose (President)</p>	<p>1 min</p>