



## Cottonwood Creek PFC General Meeting Minutes

**Date:** December 10th, 2020

**Start Time:** 7:00 PM

**End Time:** 7:37 PM

### Attendees

CCS PFC Executive Board	CCS Staff
Eman Tai - PFC President	Dr. Lorianne Ventura
Jill Schaub - Vice President	Shelly Parada
Kim Taylor - Treasurer	Denise Saylor
Shaheen Parkar - Co Treasurer	Natalie Young
Susan Kuang - PFC Secretary	SSC Member
Muneeza Khan - Director of Programs	Rose Han
	CCS Parent
	Mandy Kang

### Meeting Minutes

#### **Call meeting to order**

- 7:00 PM meeting called to order by PFC Co Treasurer

#### **Voting on meeting minutes**

- PFC Co treasurer motioned to approve meeting minutes from the November 12th general meeting.
- Second to the motion to approve made by PFC Secretary

- All in favor: 9, Against: 0, Abstain: 0

### **Principal's Update**

- Dr. Ventura expressed her gratitude to staff and students for working hard and diligently thus far into the school year.
- Teachers and staff have put in a lot of hard work
  - To ensure our students have easy access to their curricula and have a solid educational experience
  - Regain any learning loss from Spring time
  - Creating lessons and working to engage students in a different way
- A STEAM base school from Ohio will share insights with us and how they developed their program, key information and what we should consider
- Dr. Ventura is in the process of scheduling Zoom meetings with World Language/Back up programs.
- Chris Hobbs has started the process and had an initial meeting with the city about the gym. This process will take time.
  - The original specs of the gym is going to be behind/next to EDCC.
  - Will make sure to compare the gym to Wells and Fallon to ensure we have the equivalent size gym/facility
- 7th grades received their frog dissection kits
- TPT are being used at the moment

CCS Parent asked where any of the updates would be mentioned somewhere. Dr. Ventura responded that any general information or updates would be in the week principal's updates unless there's a time constraint.

### **SSC Update**

- Since we are continuing on with shelter in place we are required by law to move forward with our Covid plans
  - Covid safety committee (Dr. Ventura, Rose, Setareh, Mrs. Saylor, Mrs. Sawyers, custodians, Mrs. Rankins, Mrs. Salvaggio, Mrs. Santana) and school site council oversees our safety plan in general in which this was adopted back in October
  - There's a spot in the school wide safety plan for pandemics and to the Covid plan. Which are about to finalize shortly. Covid plan addresses:
    - Site safety
    - Social Distancing- Stickers to put in place in January
    - Ingress/egress traffic patterns
    - Recess
    - Picking up lunch on/off campus
    - Safety of staff/students
    - Behavioral requirement
    - Isolation rooms
    - Maps-locations for students to walk onto campus; directional use of restrooms
    - Each classroom will receive insulated hand sanitizers and that will go

around the door (55) i.e. flex room, library, office, by the doors.

### **Community Events**

- Natalie Young/student council is working with students to host a Zoom background virtual contest will start around January or February
  - Will not be digital but rather art related
  - Office staff will judge
- Student council has since added a feedback form for staff and students to post suggestions/questions. Ideas from that would help with community building
- Bedtime stories
  - Many teachers signed up to participate
  - Special guest will be making an appearance
- On 12/16 Wednesday even 6-8 graders to participate in a Zoom meeting to watch teachers/staff cook, playing Kahoot, writing Christmas poetry, calligraphy, other online games, Mrs. Saylor will give a Holiday tour of her house
  - No flyers were sent out; PFC President or Mrs. Saylor will put a flyer together and have them for Dr. Ventura to send out tonight. The link in the flyer will say to check the PFC website. Mrs. Saylor asked Dr. Ventura to share the flyer so that she can share this with the leadership students can put the information in their announcements
  - For cooking class- information will be sent out by Monday to prepare ingredients
  - PFC President, PFC Co Treasurer and Mrs. Saylor will have a quick phone call meeting tomorrow morning to discuss the logistics
- Science Fair emails have been sent out already for those who signed up
  - There are around 50-60 projects
  - Dr. Ventura, PFC President and 2 science fair leaders will meet next week to discuss how to handle the virtual submissions
  - Updates will be sent out to all participants in January and what to expect in turning in their projects
  - An orthodontic office who sponsored the fun run last year and is looking to do something with Cottonwood this year which may be the Science Fair having \$750 to the PFC fund
- Arts and Craft Showcase- winter art project to be completed by 12/28 and pictures from students/families to be shared to the [cottonwoodcreekyearbook1@gmail.com](mailto:cottonwoodcreekyearbook1@gmail.com). On 1/4 there will be a showcase for everyone to see the actual work similar to the pumpkin contest display

PFC Vice President welcomes CCS Parent to the meeting. CCS Parent is interested in volunteering for future events

- Donation Drive- PFC Vice President 50% fulfillment at the moment with all our asks.
  - PFC is helping ASB to promote the virtual donation drive for the food bank.
    - PFC will help ASB help to promote Dine Outs as well
    - Natalie Young shared a spreadsheet (created by Marcello, ASB clerk) to Dr. Ventura and Jill how much in donation they've made so far

- Womens shelter we have 5 filled, 1 of one kind and 2 of another kind.
- 12/17 will be the next drop off date, or PFC Vice President offered to have donations dropped off at her home
- Empower Martial Arts is donating 3 baskets
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- Dumplings brought in 3 orders past Saturday; this will tentatively be going on for 2-3 months
- Dr. Venura offered to put the bins out during the weekday for non-perishable donations at the front of the school
- Mrs. Saylor encourages families to purchase yearbooks for this year due to it being a special year and continue to add photographs as we go on throughout the year
  - PFC Co Treasurer asks to forward any messages so that this can be posted on school social media platforms

### **Enrichment**

- TPT purchased in October rather than July due to how TPT released the program. The school/PFC was being conservative in the number of resources that were purchased for the school. Half year was purchased and will be revisit this again in April/May. PFC President encouraged teachers to fully use TPT as much as they can. TPT is continuously being updated.
- 3D printer- some teachers have completed the certification process and ready to use it soon.
- Komochi- Emotionally and socially development support for K-5 students. Was delivered in the last month. 1 set per building.

### **Adjournment**

- Next General PFC Meeting January 14th Thursday 7:00 PM via Zoom
- Meeting adjourned at 7:37 PM