



Cottonwood Creek PFC General Meeting Agenda September 14th, 2023

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

In-person Meeting at CCS (Flex Room)

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

Agenda Item	Speaker(s)	Duration
<p>- Call meeting to order</p> <p>Meeting to order at 7:01</p> <p>Welcome Rich from DPIE (Director) provided a check to CCS PFC</p> <p>2 Donations – 1 donation of \$2500 today and a 2nd check of \$2500 in Feb 2024</p> <p>The Dublin District received a 1.8 million grant to be used towards the Dublin Schools.</p> <p>- Attendees:</p> <p>Rose - PFC President</p> <p>Daphne- PFC VP</p> <p>Shaheen - PFC Communications</p> <p>Madhura- PFC Enrichment</p> <p>Nida - PFC secretary</p> <p>Viditya - PFC Enrichment</p> <p>Lori - CCS Principal</p> <p>Ms. Brown - CCS Vice Principal</p> <p>Susan - PFC Room parent</p> <p>Kim & Gaurav & Rajeev were absent</p>	<p>Rose (President)</p> <p>- Attendees CCS Parent</p> <p>Tulika</p> <p>Svetlana</p> <p>Jahnavi</p> <p>Kalpana</p> <p>Prity</p>	<p>17 min</p>

<ul style="list-style-type: none"> - Approval of the Minute from the August 17 PFC General Meeting <p>Nida made a motion to approve the minutes</p> <p>Shaheen did second</p> <p>All in approval – Yes</p> <p>Nobody denied</p> <p>No Abstains</p> <p>Approved at 7:25</p>	<p>Rose (President)</p>	
<ul style="list-style-type: none"> - Principal's Update <p>1st In-person meeting after 3 years. There is a lot of energy in the campus as a lot of people are coming onto the campus. ON tuesday night, the gym construction will start soon...we will have a new fencing system which will remain there for the next 18 months. There are a lot of safety protocols in place. Tom is the last day the play structure will be available for students. We practiced as a school of evacuation protocols. Tonight we had a Project based learning meeting at school...we had a good parent turn out. Students are getting the Project-base dLearning skills before they get into higher grades ue to this program.</p>	<p>Dr. Ventura (Principal)</p>	<p>5 mins</p>
<ul style="list-style-type: none"> - CCS staff updates <p>Revised our mission and school goal to include Transitional Kindergarten. Now we are a TK – 8 Grade school. Campus construction was also discussed.</p>	<p>Ms. Brown (Assistant Principal)/Staff member</p>	<p>5 mins</p>
<ul style="list-style-type: none"> - SSC Updates 	<p>SSC Rep/ Dr. Ventura (Principal)</p>	<p>5 mins</p>

<p>Voting & Announcement of the new PFC VP</p> <p>Rose moved a motion to approve Daphne as the VP for a 1 year term.</p> <p>Shaheen did second the motion</p> <p>All approved</p> <p>No Nays</p> <p>No abstains</p>	<p>Rose (President)</p>	<p>5 mins-</p>
<ul style="list-style-type: none"> - Budget Update: <ul style="list-style-type: none"> • Review 2023-2024 Budget • Budget approval <p>PFC president started giving update about the budget.</p> <p>At the start of each school year, we do a budget revision in order to reflect the material changes to our income and expense projections last done in May.</p> <p>On top line (aka income lines):</p> <p>Prior Year Carryover came in slightly higher than our estimate - approx \$3.5K - so adjustment has been done here to reflect that (per our bylaws, we are only required to carry over \$15K, but we had a lot of favorability in expenses across several categories--e.g. lower utilization on stipends and grants, site improvements--did not do any phase 2 for MPR sound upgrade, special funding reserve-not needed last year)</p> <p>Fall Check-in parent donations were not as high as anticipated - missing projection by about \$7.7K; last year we had a particularly strong year coming off COVID, so we are seeing some normalizing of the donations now</p> <p>Corporate Match goes hand in hand with Fall Check in, so you will see an adjustment down here as well</p>	<p>Kim (Treasurer)/ Gaurav (Co Treasurer)</p> <ul style="list-style-type: none"> - Update provided by Rose 	<p>10 mins</p>

Spirit Wear has started off strong with an unplanned clearance sale of prior years' inventory, so adjusted income up to reflect that

Spring Fundraiser - board felt it might be overly ambitious to project \$8K, as we have yet to identify the details of what will be done, so we have brought this down to prior year level

Corporate Sponsorship money collected for Fun Run T shirts sponsorship. \$7500 is donations

Clubs money prior to this year was handled by PFC , now we are using a homeroom platform and the amount estimated here is just the money PFC will get for hosting the Clubs account and any events associated with those.

Expenses:

Will only address the material changes.....

Enrichment - removed funding for things like TpT, Meet the Masters, Spring Musical support (not including the script)-

Start Up - it is \$2K approved for the year, which we net against any unused balance from last year to determine current year check amount

WE DID NOT ADJUST GRANTS and only made slight adjustment to stipends to reflect actual staffing allocations/assignments

Staff/Teacher Recognition - We took out the t-shirts as last year we provided t shirts to all teachers staff, this year its only to new teachers/staff

Credit Card Processing - This is to cover the CC fees during fall check in donations this year, where parents opt out fees while making donations.

<p>General Liability and Bond - due to timing of bond renewal, will shift \$650 to next year.</p> <p>Special Funding - this is being held back for any unanticipated school funding needs, and houses the excess we have over and above our required carryover.</p> <p>Shahee moved a motion to approve the budget for year 2023/24</p> <p>Madhura did second the motion</p> <p>All approved</p> <p>No Nays</p> <p>No abstains</p> <p>Approved at 7:55</p>		
<p>Enrichment: Lawrence Hall I Can Help</p> <p>Madhura talked about the success of the Lawrence Hall assembly specially when PFC is happy to fund something that the teachers have requested.</p> <p>Madhura mentioned that at the end of the year they will gather feedback from teachers on all assemblies so that we are better prepared for next year.</p> <p>Upcoming assemblies include a special assembly for special Ed students. Wild Things assembly for TK-8</p>	<p>Madhura (Director of Enrichment)/ Vidita (Co Director of Enrichment)</p>	<p>10 min</p>
<p>Events:</p> <ul style="list-style-type: none"> • Astronomy Night-Thursday, Sept 21st <p>Signup for volunteers is created and the volunteers will help in directing the lines. Because of the construction starting on Sunday, Dr Ventura will confirm if we need to move this to Parking lot or not.</p>	<p>Vidita (Co Director of Enrichment)</p> <p>Daphne (Fun Run Committee Lead)</p> <p>Nida (Secretary)/ Madhura (Director of Enrichment)</p>	<p>5 mins</p> <p>5 mins</p> <p>5 mins</p>

<ul style="list-style-type: none"> ● Fun Run- Friday, Oct 6 <p>Due to gym construction, we will be hosting the event in two locations: TK-1 grades and special education will be at CCS and 2-8 grades will be at the baseball field at Fallon Sports Park.</p> <p>Signup for volunteers is sent across. Room Parents to walk kids to fallon is also sent Parents are allowed to watch the kids run this year as the event is held at Fallon sports park.</p> <ul style="list-style-type: none"> ● Trunk or Treat, Hogwarts Haunted Hall - Friday, Oct 20 <p>This year the theme for the hall is Hogwarts Haunted Hall and the signup for trunks will be sent in the newsletter. We are looking for 20 trunks.</p>		
<p><u>Next Meeting:</u></p> <p>Next Meeting – General Meeting on Thursday, October 12th 2023</p> <p>Meeting moved to Wednesday October 11th as the Oct 12 is a holiday for school</p>	<p>Rose (President)</p>	<p>1 min</p>