



Cottonwood Creek PFC Board Meeting Minutes Sep 11th, 2025

PFC General Meeting 8:30 AM - 9:30 AM

Flex Room

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

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Notes

1) Call to Order — Shaheen (PFC President)

- Meeting called to order; agenda reviewed.

2) PFC Board Introductions

- Board members introduced; reminders on how to contact leads for clubs, events, comms, and budget questions.

3) Club Advisory / Activities Director Role - Ms. Natalie Young

- Clubs initiated by CCS students fall under the school initiated club and the contact for those is Natalie Young.
- Clubs must be student-initiated and have a cleared adult advisor (teacher, certificated staff, or cleared volunteer). Students secure the advisor; Activities director does not place advisors.
- Submit the club form → reviewed by student leaders → final approval once an advisor is confirmed. Please don't publicize until fully approved.
- Room use: if the advisor is a teacher, they may host in their classroom; if the advisor is a non-teacher volunteer, coordinate space via Danielle.
- Outside providers (non-CK8 students/entities) go through district facilities rental.
- Interest in an Elementary Toastmasters offering is welcomed, same advisor/approval process applies. Quality over quantity so we protect adult capacity and sustain clubs.
- PFC Youth Enrichment Clubs are led by High school students and are coordinated with PFC. PFC will take care of facilities request and club can be stated based on the facilities availability.

4) Principal's Update — Dr. Theo (CCS Principal)

- School start & logistics: school began Aug 12; master schedule adjustments completed; a parking/visitor plan is being developed.
- **Inclusion model:** shift toward educating more special ed learners in general ed with supports; some special ed students join general ed classes (ex: art/PE). Training for staff is planned this month. Expect some adjustment period while supports are put in place.
- **Student voice:** Principal will launch a monthly advisory with 8-10 middle schoolers to inform decisions.

5) School Site Council (SSC)

- SSC met last week; focus on facilities/budget accountability and principal updates.
- 5th-grade Science Camp: Tue Sep 30–Fri Oct 3 (earlier timing to build classroom bonds).

Middle school dance this Friday; primary grade assessments underway.

6) Community Engagement & Events

- Great turnout for Coffee with the Principal and Ice-Cream Social (new music/dance elements were a hit). Feedback survey results will be shared.
- Consider a simple TK/K family meet-up (picnic/non orientation-style) to help new families connect.
- Haunted Hall and Trunk or Treat returns, our signature fall event!

7) Budget & Fundraising

- Fall Check-In goal: internal target \$60,000; current received ~\$51,000. Please submit employer matching forms (you can still file matches on prior donations).
- Allocations: funds cover enrichment programs, teacher stipends, grants, events, etc.; carryover reserve maintained.
- IXL renewal: district no longer funds site-wide. Quoted ~\$9.8k for 1-8. Principal will negotiate a discount and explore cost-sharing so we don't pull from teacher grade-level funds or cancel assemblies.

8) Enrichment & Programs (status)

- ExtraMath (elementary) active.
- Flocabulary (grades 2–6) active; invoice pending.

- Scholastic (TK–5) renews in October.
- “BrainPop” (K–2) running (as referenced in the meeting).
- Assemblies: Fire Truck (TK–1, late Sept) and Astronomy (December) show scheduled.

Athletics & Activities

- Basketball is staffed; volleyball coach recruiting in progress.
- Athletic Director transition: interim coverage in place; a candidate is in process.
- Interest in bringing back Swing Dance units now that the gym is open.

Clubs

- Breakfast Book Club (grades 1–5): 2nd Friday mornings in the Flex Room with breakfast. 8th-grade mentors and MS English teachers (e.g., Ms. Wheeler) will support cross-age reading.

9) Staff Support—Donations Welcome

- One teacher needs a vacuum cleaner (gently used is fine).
- Please donate reusable cutlery (forks/spoons) to reduce plastic waste.

10) Scheduling & Comms

- For events, please ensure Danielle adds items to the principal’s calendar.
- Morning PFC meetings remain in person; evening meetings are virtual.
- We’ll pilot a virtual suggestion/feedback box and review input at general meetings.
- Next PFC General Meeting: Tue Oct 14, 6:00 pm (virtual).

Action Items

For Families & Caregivers

- Corporate match: Submit employer matching for Fall Check-In donations (ASAP).
- Volunteer advisors: If you can serve as a cleared adult advisor for a student-initiated club (incl. elementary Toastmasters), please send a message to Natalie Young.
- Breakfast Book Club: Encourage grades 1–5 to join; 2nd Friday mornings in the Flex Room.
- Donations: Drop off a vacuum and reusable cutlery for staff lunches (front office).
- Join the next PFC General Meeting on Oct 14th at 6 PM (Virtual)

For PFC (Leads/Volunteers)

- Comms push: Share a brief “How to file a match” reminder and a Fall Check-In update. Geetika Dhandiyal
- Club one-pager: Publish a club process guide (student-initiated, advisor requirement, approval flow, space via Danielle for non-teacher advisors). Shaheen Parkar
- Event follow-ups: Share Ice-Cream Social feedback highlights; advance Haunted Hall planning.
- Suggestion box: Launch the virtual feedback form and add a standing “feedback” slot to general meetings. Navya Akkinipally Geetika Dhandiyal (Dhaundiyal)

For School Leadership and Admin

- IXL decision: Meet rep, negotiate a discount, and propose a cost-share plan; confirm path forward.
- TK/K meet-up: Propose a picnic/orientation-style date and light plan.

Dates & Logistics

- Room Parent Meeting: Mon Sep 15 (Flex Room); ensure calendar invite is added to principals calendar via Danielle.
- 5th-Grade Science Camp: Tue Sep 30–Fri Oct 3.
- Next PFC General Meeting: Tue Oct 14, 6:00 pm (virtual).

Agenda Item	Speaker(s)	Duration
Call meeting to order	Shaheen(PFC President)	1 min
PFC Board Introduction	Shaheen(PFC President)	2 mins
Club Advisory / Activities Director Role List of Clubs (from PFC) Mr. D: People reached out for clubs, he would like to understand the clubs in general and how to organize them, and how to best support them. Invited Natalie so that he can make sense, understand, etc. Activities for school clubs: Have a form that needs to get filled out, support with adults and student initiated. Student clubs need to have an adult, and it is their job to have an adult, not	Ms. Natalie Young	5 mins

Natalie's job. Need to have a volunteer that is cleared on be a mentor. After approval, it goes to student council. Give in tentative approval and then put it in. Math Counts is run by a high school student and it is for middle schoolers. Love that we have so many clubs and so many people reaching out. Hard part with ASB is that there needs to be an adult. PFC clubs are youth enrichment clubs, led by a high schooler. What is the differentiating factor - if anyone wants to start a club that goes to Cottonwood Creek K-8, then it is the school and goes through Natalie. If there is initiator from outside then it will be from PFC. Natalie can be the person that puts things through Canvas. Dr T: Have to be mindful of capacity and who is involved. And it is not purposeful to have 80 clubs, etc. For Toastmasters - Space goes through Danielle. Perfect world all are open to all the students. Question: Dance will be discussed with Jeff. Fallon has not always had swing dance, but it came later. Jeff is not interested, Natalie is for the swing dance.		
Principal's Update - Start of School - A lot has happened so far, wonderful and started in early July. Dublin is particular and Cottonwood Creek. How dynamic of a place Dublin is and it has grown so much, and TK-8 is a unique model and not many there. Mr. T has two coaches. Want to make less mistakes. Start of the year was challenging and energizing. Changes were made to middle school in the first two weeks - scheduling. And	Dr. Theo(CCS Principal)	10 mins

navigating the parking situation was challenging and still figuring out parking. - Inclusion model - move kids into general ed classes, and not having people being excluded. Shift from previous years. Also a lot of training that goes into that, as the model is changing and putting placed in more general Ed classes. - As a part of IEP will be in art classes or PE classes. Some students require 1-1 aids and some require staffing, and navigating and working through problems. - Opportunities for training for staff. First and foremost we are a public school, and there is a due process. There is a system in place for. - Creates a shift for everyone involved. - Students are very kind and receptive to having the special ed kids. - School has gone through learning center models, and students are now in the general ed setting. - How do we support the teachers more? - Cost of living, needs, and that means that we are getting less money relative to the other states - The closer that we are to each other - PFC Events 😊 - Wonderful events - MS Students in Monthly Meetings - Will start calendaring monthly meetings with Middle Schoolers - Athletic Updates - Set for basketball, looking for volleyball - Athletic Director left, but we are looking for a replacement and will get someone soon - PBL Training for Teachers		
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- Signature program is PBL and the teachers had a two day training - Request for donations: kitchen cutlery / supplies & vacuum cleaner - Teacher is in a need for a vacuum cleaner, not a lot of steel spoons and forks cutlery so need them to put in dishwasher.		
School Site Update - School Site Council is another entity that makes on the school facilities and safety, students, staff, and parents. Another accountability measure. - Teacher gave an update on the 5th grade science camp. - Students shared an update that there is a dance this Friday - 5th grade science camp: Ms. Brown will go for one of the dates, and it is in Santa Cruz. Tues Sep 30th - Friday Oct 3rd.	SSC Member	5 mins
Events Overview - Welcome Back Lunch - Ice Cream Social - Upcoming Events Action items: think about TK/K event - Mr. T	PFC Members	10 mins
Budget Overview - Fall Check in numbers - Stipends and Grants Raised our goal to \$60k, corporate match donation is a part of fall check-in. Action item: Is it possible to have a financing account and investing?	Susan(PFC Treasurer)	10 mins
Communication Update	Geet (PFC Communication Lead)	5 mins
Enrichment Programs - Subscriptions already available - Upcoming Programs -	Prity Thakur (Director of Programs) Shaheen (PFC President)	5 mins

Room Parent meeting is Monday - Orientation for Room Parents - Prity will be leading it. Monday, 15th. 8:30-9:30 AM in the Flex room. After School Clubs - Teacher Led - Choir, and two Math clubs happening. - Youth Led - Book Club - TK-5, parent volunteers come and discuss.. Dr. T forwarded the email to everyone. Mentor programs are super helpful in general. Fire truck assembly is coming from Mr. T has a meeting next week, IXL rep will be there. CommonLit -		
Open Forum		10 mins
Next Meeting: Adjourning the meeting Next Meeting –	Navya (PFC Secretary)	1 min