

APPROVED

Proctor PTA Association Meeting

October 4, 2011, 6:30-8:00pm

Call to Order/Welcome/Pledge of Allegiance (President)

- Association meeting called to order at 6:40pm by President.
- President welcomed the association members and led the group in the Pledge of Allegiance.
- Alisa Pisciotto, Vice President, absent; all other Board members present.

Approval of Minutes from September 6, 2011 PTA Association Meeting (Secretary)

- Motion to approve minutes by association member Debbie, seconded by association member Kathy; motion passed unanimously.

Treasurer Report/Financial Secretary (Treasurer and Financial Secretary)

- Financial Activity Summary for September 7 – October 4, 2011 was reviewed.
 - Total deposits of \$5,651.28 were noted including \$1,200.00 in Walkathon t-shirt sponsorships and \$3,383.28 from the Bookfair. Total Bookfair amount to be remitted to Scholastics and school will then receive back Scholastics credits. See report for additional details.
 - Total expenses of \$10,408.42 were noted. See report for specific details.
 - Release of funds equaling \$9,550.00 include funding for PTA events and programs (Carnival, Walkathon, Skate Night, FAME, PEP, Emergency Preparedness), Arrowhead water for portables, teacher school supplies and PTA childcare expenses. Correction was made by Financial Secretary to reflect that the release of funds should also include the additional amount of \$3,383.28 from the Bookfair that will be remitted to Scholastics.
- Treasurer's Report was reviewed.
 - President clarified that the PTA does ensure that teacher's have sufficient monies in their school supply budgets before issuing checks.
- Motion by association member Angelic to approve the Financial Activity Summary which includes the ratification and approval of checks written since last meeting and the release of funds as listed, with the amendment of \$3,383.28 for Scholastics, seconded by association member Charity; motion passed unanimously.

Programs (Vice President - Programs)

- Volunteers for recent PTA-sponsored events were thanked, including Jeanne-Marie French for the Book Fair and Kathy Yao for the Back to School Potluck.
- Debbie Parkes reported that the Baskin Robbins day made less than \$100 this time, but another event is planned for the Spring.
- Upcoming Events:
 - Walkathon – Wednesday, October 5 – Event will take place rain or shine, with modifications to the walking course to keep students safe and as dry as possible in case of rain.
 - Chevy's – Wednesday, October 12 – Restaurant fundraiser takes place all day.
 - Campus Beautification – Saturday, October 15, 9:00am-12:00pm – No sign-ups necessary. Principal and John Bass will work together to organize tasks for volunteers. Dedication Tiles will be installed at Campus Beautification.
 - Fall Carnival – Friday, October 28, 3:00-6:00pm – Coordinator Charity Hastings reported that everything is booked and that she will be meeting with volunteers soon. Several CV High School groups will be volunteering at the event. Ticket pre-order forms will be in teachers' boxes by October 13 and the forms will be due on October 24.
 - Parent Education Night – Tuesday, November 1, 6:30-8:00pm – A guest speaker will discuss cyber issues affecting children.
 - Holiday Ceramics Gift Shop – Aran's Art Studio will offer a ceramics painting event at the school for students to make gifts (bowls, plates or cups) in time for the winter holidays. Students will need to

be accompanied by an adult. An additional 5 volunteers will be needed per session. Two sessions will be held:

- Tuesday, November 15, 6:30-8:00pm
- Wednesday, November 16, 12:30-2:00pm
- Rigatoni's – Tuesday, November 15 – Restaurant fundraiser takes place all day.
- Paperless Program – All data has been uploaded and a test email will be sent out later this week. A paper flyer will be sent home the following week allowing families an additional opportunity to opt out of receiving paper communications. The Proctor Post will only be sent electronically as of the October issue. Paper copies of the Post will only be available in the school office.

Principal's Report

- Principal spoke about the Staff Development day held on Friday, September 23.
 - For a portion of the day all CVUSD elementary school teachers met at Proctor. The group discussed the new report card the district will be using this year. The report card will be linked to OARS, the assessment recording system used by the district. The new report card will be easier for parents to understand and will reflect the common core standards coming from the State.
 - Part of the day included a presentation to all Proctor teachers by Ms. Birusingh and Mr. Silzle on using DonorsChoose.org, an online charity system linking donors to school projects. Discussion also included taking advantage of corporate matching fund programs and the use of technology to communicate with parents.
 - The afternoon involved teachers working within their grade-level teams, developing “smart goals” which focus on a specific skill or a subset of a standard rather than an overarching, larger goal.
- Soul Shoppe – During the first workshop all students were trained in use of the Peace Path, a method of resolving conflicts between students with one-on-one interactions. Adults are present to facilitate but the goal is to empower students to resolve their own issues in a peaceable manner. The next Soul Shoppe workshop will take place on Monday, October 24.
- Family Literacy Night – Thursday, October 13 – This event will be open to all K-1 families.
- CV Education Foundation Dynamic Dinner – Friday, October 14, 6:00-11:00pm at Transfiguration Hall. This 8th annual event is still in need of VIP waiters.
- The Great California Shake-Out – Thursday, October 20, 10:20am - Earthquake disaster drill will take place at school.
- Emergency Preparedness – Consultant recently provided staff training focusing on home safety and emergency preparedness. The next staff training will focus on translating emergency preparedness to the school setting. Principal suggested this might be a good topic for a PTA Parenting Education Night as well.
- October is Red Ribbon month when schools statewide focus on drug/alcohol awareness. At the elementary level the program is geared toward making safe and healthy choices. Red Ribbon Assembly will take place on Wednesday, October 26.
- Due to an electronic error at CVUSD those families who want to omit information from the student directory need to resubmit their request by Friday, October 14. The PTA has not yet decided if the Proctor Student Directory will be available in paper or only in an electronic format.
- Halloween Parade – Monday, October 31, 2:20pm – Morning kindergarteners are invited back to join in this school-wide parade.
- In the October Proctor Post, Principal drew attention to the importance of the California juvenile helmet law. Many students ride their bikes or scooters to school and oftentimes they are not wearing a helmet. Proctor will begin strictly enforcing the helmet law as of Monday, October 17. Any student who rides to school without a helmet will need a parent/guardian to pick them up at the end of the day. Principal asked for help from parents in reminding children how crucial it is to wear a helmet.
- Principal will discuss STAR test results in detail at the PTA meeting on December 6.

Presentation – Afterschool Sign Language Class

- Former Proctor student and current CV High School student, Jennifer Robbins, presented information regarding an American Sign Language (ASL) class she would like to offer to interested 4th and 5th grade Proctor students as an after school program. In addition to Jennifer and several CV High Students involved in the ASL program, Jennifer's mother, Annette Robbins, would be on site to supervise. Families would sign

their students up for a 2-quarter session of ASL classes. Jennifer is asking for Proctor PTA support and PTA volunteers to help make the program viable.

Other:

- Field Trip Financial Aid form is now on the PTA website and copies are also available in the school office.
- Science Booster is holding a reusable bag fundraiser to support our K-3 Science teacher and the 4-5 technology program. 50% of the proceeds will be donated back to the Proctor Science Booster.
 - Principal noted that we now have the final check from Scrip and the K-3 Science teacher position will be posted in the near future.

Adjourn

- Meeting adjourned at 8:08pm.

Next Meeting

- Tuesday, November 1, 6:30-8:00pm in the Science Room

For more information regarding the Proctor PTA please go to www.proctorPTA.org.