

# BANCROFT ELEMENTARY SCHOOL, PARENT FACULTY CLUB (PFC) MEETING MINUTES **FINAL**

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**August 22nd, 2023, 7pm @ Bancroft Elementary Library**

The meeting was called to order by PFC President Sandra Gonzalez at 7:10 p.m.

## **EXECUTIVE BOARD MEMBERS IN ATTENDANCE**

Sandra Gonzalez / President  
Tamara Jimenez / Vice President  
Hajra Shah / VP Communications  
Sarah Rhodes / VP Strategic Funds  
David Barnard / Parliamentarian/Historian  
Agam Patel / Recording Secretary  
Mrs. Cindy Dunn / Principal

## **OTHERS PRESENT**

Gloria Birch, Flavia de Bom, Jenna Boyd, Pega Charest, Rakel Cromwell, Mahshid Ghazanfari, Deanne Giffin, Jennifer Guerin, Greg Heilers, Komal Khahja, Alisa Kutsel, Jessica Lee, Brooke Nie, Danielle Niver, Mary Ann Parker, Andrea Perry, Maggie Rinow, Dimitriy Rossimov, Ruth Rossimov, Maria Sajjad, Jon Shikuma, Jodie Shikuma, Katrina Stortz, Shawna Williams

**Welcome** Sandra Gonzalez welcomed all and along with Tamara Jimenez gave an overview of the PFC with a presentation. Covered among other things what the PFC is and planned upcoming activities. Hajra Shah also gave an overview of Konstella.

**Approval of May 2023 Minutes** Motion to approve May 2023 meeting minutes was passed.

## **Faculty Reports**

- Ms. Parker reporting for TK - 1st Grade
- Ms. Young reporting for 2nd and 3rd Grade
- Ms. Giffin reporting for 4th and 5th grade

Full faculty reports are added as an attachment and available on the Bancroft PFC Website.

## **Principal's Corner**

Mrs. Dunn provided updates on:

Staffing:

- Teaching positions filled (had attrition of 2 teachers which were filled)
- Librarian schedule split, but library service continues three days a week. One day is vacant but covered by a substitute through December.
- 1 IA vacancy. PFC has funded five IA positions, four are filled, interviewing for the fifth.
- 2 Lunch Supervisor vacancies (8 hour shifts)
- Still looking for Math Intervention specialist

## **Committee Reports**

Fundraising Update - Sandra Gonzalez gave an update on Dollar-a-Day and has reached 49% of goal with a total of ~\$65,000 raised so far (the goal was set at \$140,000).

Strategic Funds - Sarah Rhodes gave an update about looking to create a Strategic Funds Committee with 2-4 people. Meetings held roughly once a month and meant to review proposals for funding use and make recommendations based on available budget.

## **Old Business**

Marquee Update -At the auction for fund-a-need, \$10,000 was raised for the marquee, additionally another \$10,000 was approved from strategic funds to supplement. The timeline for it to be delivered is September 12th, MDUSD maintenance will be installing it. Final cost is \$13,000 for marquee and then installation cost is around ~\$1,500.

Shade Structure - Have initial approval to use \$40,000 from strategic funds for shade structure over the Kindergarten tables. The original estimate was 35k for a 20x10 structure. The official estimate then came in as \$53,000. There was also supposed to be a shade analysis but have not been able to confirm that process will work. Also there is an issue with proximity to the building so project may not be feasible anyways.

## **New Business**

VP Fundraising Nomination - Kelly Bottarini nominated by Sandra Gonzalez for VP of fundraising.

Donuts with Dunn - monthly meeting to hear from parents, first one is 9/14, 8:30am in the library

School Site Council - Mrs. Dunn gave an overview - 10 members, 5 parents and 5 staff. Members are voted in. Main functions are to go over plans for student achievement and safety, and how to use lcff fund (local control funding formula). Time expectation is 2 hours a month.

Upcoming Events:

- Speak up be safe program parent education on September 19th on zoom
- Fall Fest and cake walk - need volunteers
- Walk-a-thon

Meeting adjourned at 8:35pm.

Did you know the PFC has a website? Check it out at <http://bancroftpfc.org/>

## Faculty Reports

### TK / Kindergarten / First Grade (Ms. Parker)

TK:

- Focused on basic routines and procedures like holding scissors, pencils, and using glue.
- The theme is "Getting to Know You," using the Brown Bear series for activities.

K:

- Emphasis also on routines and procedures.
- Additional focus on hygiene: using the correct amount of toilet paper and paper towel in bathrooms.
- Role-playing exercises are recommended for practicing these skills at home.

1st Grade:

- Teachers are Ms. Cromwell, Ms. Heron, This is Kay, and Ms. Parker.
- Working on classroom and playground routines.
- Important for social-emotional learning and following the "four B's": being respectful, responsible, safe, and kind.
- Actively learning group plans for playground activities such as using the swing set and slide.

### Second Grade / Third Grade (Ms. Young)

2nd:

- We are working on classroom expectations and routines
- Focus on friendship activities
- Starting some phonics and short vowel sounds (a, i)
- Starting assessments
- Listening to The Lion and The Mouse Fable, Meet the Artists
- Working on high frequency words
- Reviewing writing numbers to 120
- Reading a variety of stories and working on projects related to those stories
- Enjoying P.E. as a whole grade level

3rd:

- getting to know their classes
- learning classroom procedures
- participating in team building activities
- taking baseline assessments

### Fourth Grade / Fifth Grade (Ms. Giffin)

Thanks to all families for donated classroom supplies and for the classroom budget to buy materials we need for our students

All 4th and 5th grade classes have been learning routines and expectations as we start the new school year. Initial iReady diagnostics for Math and Reading will be completed in the next couple weeks. All students need to have their charged Chromebooks with them daily.

All classes have received new Social Studies consumable textbooks this year so we will not be using the Studies Weekly subscription. The new materials are engaging and students are able to annotate on the pages.

4th grade is learning strategies for close reading and note taking which will be practiced while reading novels and classroom texts, and using a composition book. 4th grade students will be using Google Classroom for some in class assignments and have access to a grade level Google Classroom for extra practice at school and home.

4th grade math is focused on place value and multiplication facts. All students should be practicing their multiplication facts at home each day.

Science begins with Changing Earth.

5th grade students are using Google Classroom which will help prepare them for middle school.

5th grade Exploring New Horizons Camp Information Meeting will be virtual, on Thursday, September 14, at 6:00 PM. 5th graders are excited to look forward to this experience. Some fundraising has begun and more is to come.