

# BANCROFT ELEMENTARY SCHOOL, PARENT FACULTY CLUB (PFC)

## MEETING MINUTES **DRAFT**

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**September 9, 2025, 6:30pm @ Bancroft Elementary Library**

The meeting was called to order by PFC President Tamara Jimenez at 6:32 p.m.

### **EXECUTIVE BOARD MEMBERS IN ATTENDANCE**

Tamara Jimenez / President – present  
Isabel Nguyen / Vice President – present  
Kelly Bottarini / VP Fundraising – present  
Sandra Gonzales / VP Communications – present  
James Heaton / VP Strategic Funds – present  
Heather Salter / Treasurer – present  
Sean Harrington / Recording Secretary - present  
Yotam Levine / Parliamentarian – present  
Linda Flynn / Principal - present

**Executive Board Members Absent:** Ruth Rossimov / Financial Secretary

### **OTHERS PRESENT**

In Person Attendees: Violetta Ahapina, Tatiana Khan, Maggie Rinow, Hassan Cheema, Evellyn Barrera, Alison DeGuzman, Stefanie Lee, Lucila Guichou, Mary Anne Parker, Clara Zhu, Oksana Ushkalova, Elizabeth Silva, Maria Jose Castilla, Gloria Birch, Hannah Clark, Jenna Boyd, Jon Shikuma, Rakel Cromwell, Alisa Kutsel

Zoom Attendees: Seena Brownell, Mimi Hardle, Christina Garcia, Heidi Crawford, Anthony Alexander, Smyth Campbell & 18 others

**Welcome** Tamara Jimenez welcomed everyone to the meeting. Attendees introduced themselves.

**Reading / Approval of May 2025 Minutes** Motion to approve; motion passes unanimously.

**Financial Report/Budget Update** Heather Salter explained the line-item income and expenses for the past month (available on Konstella).

- Correction: Fall Pledge Expense listed as income; will be changed
- Request: Carry over talent show income from last year to support this year's show

**Committee Reports** Kelly Bottarini provided updates on Fundraising so far this year. Compared to last year, PFC is on pace in terms of money raised, but participation rates are lower. New this year: Fall Pledge classroom contest to increase participation. Parents need to connect children to their classroom on Konstella in order to be counted correctly.

### **Faculty Reports (in addendum)**

- Mary Anne Parker reporting for TK - 1st Grade
- Evellyn Barrera reporting for 2nd and 3rd Grade
- Seena Brownell reporting for 4th and 5th grade

**Principal's Corner** Ms. Flynn updated on the following:

- New SEL Curriculum (Second Step) being implemented in all classrooms
- All grades receiving small-group instruction with the help of IAs at least once per week (All IA positions are filled)
- Teachers offsite in rotations for professional development in new math curriculum

- A Bancroft student was hit by a car while on e-scooter (they are OK) - possible WCPD parent information session on safe scooter practices (FYI: Must be 16+ to drive an e-scooter)
- WC Fall Service Day Community Food Drive at Bancroft coming soon - barrels for donations

Questions/Discussion:

- What does the school do to prepare for hostile intruders, and should a resource officer be hired? Ms. Flynn described existing procedures/drills to prepare for active intruder events. No new action
- Are there social skills groups? Not set up yet for this year (last year they started around January), but the school has a counselor and psychologist.
- Lunch supervision? There are hired noon supervisors, but parent volunteers are welcome!

**Old Business** 25/26 Budget Review

- Talent show remaining income from '25: \$1773
- Fall Fest surplus of \$3601 last year

**New Business / Other Topics**

Strategic funds new submission protocol

- Submit requests to James Heaton at [vp.strategicfunds@bancroftpfc.org](mailto:vp.strategicfunds@bancroftpfc.org) before the next month's PFC board meeting. (For October meeting, submit by September 30th.)
- Discussion: Difficult to use funds for certain things (e.g. shade) because of district procurement process

Request for sound equipment funding through strategic funds

- Presented by Maggie Rinow
- Plan to create a map for setup and training guide for future users. No permanent installation. Plan to be housed in stage storage area.
- Motion to spend up to \$6000 for new sound equipment using strategic funds; motion passes 13-5-1.

Haunted House Updates

- Alisa Kutsel described upcoming plans. Haunted house to be held Friday 10/24 in Dianne Adair, this year just as a fundraiser for 5th grade outdoor ed. Also, 5th grade parents are putting on a night market and Dia de los Muertos ofrenda. Volunteers needed.
- \$100 to be spent for Dia de los Muertos ofrenda through Family Night funds.

Chromebook charging racks

- Parents in 3rd grade TWI program are interested in purchasing a Chromebook charging rack for the classroom that will stay with the class year-to-year. Online estimates of \$700-\$1000 for 2 racks to store 60 computers (for one classroom).
- Equity concerns discussed around some classrooms having charging stations and not others; proposal for PFC to use strategic funds to provide charging stations for all 3rd-4th classrooms (all 5th grade classrooms already have charging racks)
- Next steps: Gauge teacher interest/concerns, and check that charging racks under consideration will fit Chromebooks with cases.

**Upcoming Events**

Dine to Donate Wednesday 9/17 at Round Table Pizza on Treat Blvd - 20% to Bancroft  
Movie Night Friday 9/26 - 5th Grade selling concessions for Outdoor Ed

**Meeting adjourned at 8:39 pm.**

**Next meeting: October 14 2025**

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

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## Teachers Updates:

### **Mary Anne Parker – TK, Kinder, First Grade**

#### **Maestra Barrera – 2nd and 3rd Grade**

##### **Second Grade** - Sajjad, Bogni, Young, Barrera

Adjusting to new routines/working on wrapping up assessments

ELA/SLA - Unit 1 weeks 3 - Families and Friends

Math - New Reveal Math curriculum Unit 2 place value, decomposing numbers, reading and writing numbers

Writing - Narratives, learning sequence First, Next, Then, Last

Science - Water, water cycle

Social Studies - Families, cultures, community

Garden - cooking lesson

##### **Third Grade** - Freitas, Steele, Diaz, Ceja

ELA: Wonders Unit 1 week 4

Math: Unit 2: Place value, rounding, decomposing numbers for addition and subtraction, and using variables for unknowns. End of unit assessment at the end of the week.

Writing: Personal narratives

Science: forces and interactions

Social Studies: How do we interact with our environment?

### **Mrs. Brownell – 5th Grade**