



Proctor Elementary PTA
17520 Redwood Rd.
Castro Valley, CA 94546
info@proctorpta.net

Proctor Elementary PTA - PTA Association Board Meeting Minutes October 5th, 2021, 6:30pm via Zoom Link to PPT used in the meeting here	
CALL TO ORDER	Quorum met with 26 participants present Call to order: 6:32pm
OPENING CEREMONIES • Reading of the Mission	Jillian read mission and group said pledge of allegiance.
APPROVAL OF MINUTES	Jillian reviewed Minutes from September 2021 PTA Meeting, noting voting records. Minutes stand as filed- no changes.
FINANCIAL REPORTS	Treasurer's Report by Tina Pyles, Treasurer Ending balance of \$75,500+ with \$10 pending in Cheddar Up Ben motion approval, Nripesh second APPROVAL: Ratified funds 85% participation. 100% of votes approved Any PTA member can request a copy of the Treasurer's report from Tina by writing to her at treasurer@proctorpta.net
PRESENTATION OF BILLS	Tina Pyles, Treasurer
EXECUTIVE BOARD REPORT	Request to the Association To reallocate \$670 in funds from last year's Sees Fundraiser. These funds had been earmarked for teacher supplies and we would like to now use them for emergency kit storage bins to keep the emergency kits that students brought in for the 21-22 school year. APPROVAL: Vote passes with 86% voted yes, 14% abstaining
COMMITTEE REPORTS	Food Distribution: (Brad Pyles) Proctor applied for a grant from Food Bank for pop up shade and yellow traffic safety vests for volunteers. Done every other week, 180 families served at every distribution. Transitioned to 4 families overseeing the distribution each time. 5-6 HS students from the Interact Club at the CVHS. Every other Tuesday on the Sign Up Genus volunteer link -- next one is October 19th. Dates are posted on the PTA website. We need a Health and Safety Committee Chair! If you are interested in this role, please reach out to Jillian. Hospitality: (Rachael Sanders)Walk and Roll event encourages families to walk/bike to school. Music at each gate, passing out pencils. Fun way to come to school, and meet new kids and families!



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	Lead Room Representative: (Maria Reyes) Room Rep emails should be added to your contact list so that you are not missing any emails that go into spam by mistake. Garden Lead (Raquel Ramos): Raquel is new to the Garden Lead position. She plans to do a walk-through of the campus with Principal Ghereben to identify spaces on campus that need some gardening love. She is a master gardener and propagates plants. Excited about beautifying Proctor.
PRINCIPAL'S REPORT	TikTok Challenges: Have impacted elementary schools. Reminding parents to talk about how to be responsible. Google Chat: This feature in Google Accounts has been disabled for all students accounts across all site. They can turn on again if needed. Picture Day: October 20th with Dorian with Make up day in November. Rainy Day Procedures: Lunch split into 3 periods. Currently the plan is to have one grade level in the cafeteria with assigned tables per class with 4 air purifiers, new HVAC system and all doors open with about 100 kids with as much spacing as possible. One grade level outside under the hallway. Tweak as needed. COVID Test results: If a child is out sick with any covid symptoms, they should have no symptoms and negative COVID test to return to school. If the results come in after 3:45pm on a Friday, please be patient to let you know it's ok to bring them back as quickly as possible on Monday. Sub Shortages: State and nationwide shortages. If you have time, please consider being a substitute. Reach out to Principal Ghereben if you are interested. Lost & Found: Bin is overflowing. Please look for any lost items-- come by after school to look for items. They will spread out items. Student Conferences: Were last week. If you missed it, try to CV Play: New program under the CV Educational Foundation. New organization. New piloted program between Proctor and Stanton through CV Play. They will offer specific programs by teachers or other vendors that will be run through CV Play and the org will give back funds to the school. Amy Ramos will be at the next PTA meeting to explain the offering. Piloting to begin Jan/Feb. Parent Academy Learning Opportunities Measure G Updates: Amphitheater completed. Still needs some landscaping (gorilla fur and compacted gravel) to finish the project. Outdoor Eating Area project has resumed-- still need to pour concrete. Spent about \$18K on new tables for this area. Shade structure will be red and blue. Most tables are damaged by sun/rust. Next big project will be the ground in Rooms 24-27 for portables and paving areas in front of Rooms 1-3 for additional outdoor space.
TEACHER REPRESENTATIVE REPORT	Teacher Representative: (Kamala Birusingh) Emergency backpacks have been delivered and teachers are very grateful. They will use them for the Great Shake Out on October 21.
PROGRAMS FUNDRAISING	Halloween Trunk or Treat Event-- 2-4pm on 10/31. It is a PTA-sponsored event. Drive through contributions in class by October 28th and RSVP for a head count using this link. Looking for 10



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	cars to be part of the parade-- sign up using this link by October 15th to be a Trunk or Treat decorated cars. There will only be one candy distribution spot at the exit of the trunk or treat. Battle of the Books: This is a reading incentive program lead by Ms.Scott. Kids have 7 or 6 books on the list to qualify for the Battle of the Books and submit their summaries. Hilda will have the lists up on the Proctor website with instructions on how to submit online summaries. Books come from different genres. Battle takes place in March. Battle of the Books Jr. for 2nd Grade will start after January 2022. Revamped booklists to better reflect diversity of our community! If you are interested in taking on this event next year, please let her know. First Grade Playdate: On Saturday, 10/9 at 11am at Parsons Park in CV. Great opportunity to meet other families. Bring masks, picnic lunch. Will have some games and pay on structure. Nice way to meet others. Siblings are welcome. Shoe Drive: Donations continue in the parking lot. Ask Room Rep for class status. Doing great. Double Good Popcorn Fundraiser: Will be Nov 1-4. Great product and easy to share with friends/neighbors via link. Easy, quick way to raise funds for the school. Box Top Bonanza: Plan to set up tables to scan receipts to earn Box Tops for the school on key shopping days with high flow starting in November. Receipts expire after 14 days. You can scan the QR code to download app and download them as you go.
BOARD VACANCIES	If you are interested in serving as PTA Parliamentarian or as the Health and Safety Lead, please let Jillian Cardona know by writing to her at president@proctorpta.net
ANNOUNCEMENTS	Next Food Distribution on October 19th: Volunteers should dress up in costumes and arrive at 4pm for the 4:30pm food distribution. Next PTA Meeting is Tuesday November 2nd, 2021
ADJOURNMENT	Meeting adjourned at 7:38pm.