

Ripon Elementary PFC Meeting Minutes

Tuesday, November 12, 2024

Location: Room 15

Meeting called to order at 4:02 pm by Tara Gervase, president

Attendees: Tara Gervase, Lindsay Contreras, Meghan Ellis, Tiffany Anderson, Amanda Teunissen, Pao Chhim, Lauren Brown, Punkin Legris, Natalie Hanrion, Rachel Henley, James Thomas

Minutes from 10/14//24 meeting read by Meghan Ellis, secretary

- *Punkin Legris motioned the meeting's minutes be accepted, Lauren Brown seconded. Motion carried.*

Old Business:

- Pie Sales: 799 pies were sold for a profit of \$6,392. TK-3rd grade winner was Jackson H. with 63 pies and 4th-8th grade winner was Michael G. with 50 pies. They were going to be acknowledged on the Arrowhead news and at the next assembly.
- Christmas Parade: The Christmas Light Parade will be on Dec 12, with the float theme of The Grinch. For safety, parents would need to accompany their children to participate in the parade.
- Shade Structure: Update provided by Mrs. Henley, who was still waiting on updated information and cost for grey structure umbrellas that would match Ripon EI but not fade from outdoor exposure
- Jog-A-Thon: \$24, 434.70 profit
- Updated Bylaws: Still waiting on confirmation from the lawyer, hopefully to be presented at the January Meeting
- Butter Braids: Potential fundraiser to be skipped until next school year, teacher parties to be promoted instead, with teacher input and interest to be gathered at the next staff meeting on Dec 15 at 2:15pm

New Business

- Teacher Parties: To be held March 17th - 28th to allow for more participation. A sign up genius will be created, allowing parents to pay directly to the teachers' district accounts

- T&T prep: Discussions beginning to plan and prep for the PFC's largest annual fundraiser to be held Friday May 2nd
 - Tiffany will follow up with the PFC's accountant regarding the need for receipts when families make a cash donation for auction baskets that can be stored on the stage
 - Tara would be getting quotes from The Meat Market, Las Casuelas, and Ede's for catering
 - Tara would be creating and distributing an auction donation list to the board to begin collecting auction and raffle items
 - After much discussion, the option for a free ticket for staff was tabled until the next meeting (15 staff members attended the previous T&T)
- Registry of Charitable Trust payment for 23/24 school year: Every year, prior to 11/15 \$25 and a copy of the 990 ez return completed by the accountant must be sent via the post office to keep the PFC in compliance
- Field Trip Approvals: 1st grade field trip to the WOW Museum for \$561.45, signed up by Tara Gervase, Lindsay Contrares, and Rachel Henley

Treasurer's Report

- The report was read by treasurer Tiffany Anderson, closing the books for October 2024. As of 10/31/24, the money market account balance is \$10,389.68 and the general fund account balance is \$122,851.91.
 - *Tara Gervase motioned to approve the treasurer's report as read, Meghan Ellis seconded. Motion carried.*

Open Forum (Comments and Input from teachers/parents etc):

- Reminder of the PFC suggestion box in the office, to be routinely checked by the PFC secretary

Important Upcoming Dates

- Nov 12th -15th: 2pm dismissal for all grades
- Nov 20th: 2:50 dismissal for 4th-8th grade
- Nov 20th: Pie Pick Up from 4pm - 6pm
- Nov 22nd: 2:00 dismissal for all grades
- November 23rd - Dec 1: Thanksgiving break
- December 12th: Christmas Parade

Next meeting will be held on Monday 1/13/25 in Room 15. CHILDCARE PROVIDED

Meeting ended at 4:57pm

- *Punkin motioned to adjourn the meeting. Lindsay seconded. Motion carried.*