

## **Ripon Elementary PFC Meeting Minutes**

Monday, October 10, 2024

Location: Room 15

### **Meeting called to order at 4:01 pm by Tara Gervase, president**

**Attendees:** Tara Gervase, Tiffany Anderson, Amanda Teunissen, Lauren Brown, Meghan Ellis, Punkin Legris, Sara Pittson, Eric D'ambrosio, Heather Stevenson, Natalie Hanrion, Kayla Machado, Christen Sousa

### **Minutes from 9/9/24 meeting read by Meghan Ellis, secretary**

- *Tara Gervase motioned the meetings be accepted, Punkin Legris seconded. Motion carried.*

### **Action Items**

- Funds approval vote for the following by board member roll call, Tara Gervase, Tiffany Anderson, Meghan Ellis and Lindsay Contrares (in absentia)
  - Stem lab drone: not to exceed the amount of \$3,310.71
  - January 6th citywide training day donation: not to exceed the amount of \$500, matching other school PFCs' donations
  - Budget line item addition - Scarecrow: not to exceed \$250
  - Budget line item addition - Christmas parade float: not to exceed \$500
  - Budget line item addition - Science Camp: not to exceed \$1000
    - All items were unanimously approved by the board

### **Old Business:**

- Jog-A-Thon: Jog A Thon was a successful event, with final numbers to be posted and shared at the November meeting. Prize winners seemed very happy with their prizes and the teachers running in inflatable costumes was a success. To improve next year, the speaker system will be moved to a more centralized location so it is easier for everyone to hear the music and announcements
- PFC attended the staff meeting on 9/9, field trip proposals have been submitted

### **New Business**

- Pie sales: Tara shared a sample packet for pie sales. Pies will be sold for \$20 each at a profit of \$8 per pie. Packets will go out in teachers' boxes on Friday to be distributed to

classes on Monday. The school goal to sell is 1,000 pies with teachers having the option to make goals for their individual classes. Pie sales will begin on October 21st

- Field Trip Proposals, all approved in the budget previously, signed off by Tara Gervase, Tiffany Anderson, and Rachel Henley
  - Second grade, \$411 + Bus for the Gallo Center of the Arts
  - Third grade, \$700 for Knights Ferry
  - Sixth grade, \$460 for bussing to Old Sacramento & the Capitol building
  - Sixth grade, \$600 for bussing to Science Camp
    - Proposals filed with meeting agenda & minutes
- Christmas Parade: The Christmas parade is on December 12th with the theme of Oh, Christmas Tree. Lauren and Amanda are in charge of the float creation, with the option of children being able to walk with the float if a parent is in attendance
- Shade Structure update: Final quote from Park Planet of \$23,514.93, Mrs. Henley is waiting on confirmation of a color change for the top to gray to prevent fading with red poles to keep with Ripon El's color scheme
- Bylaws Update: The final draft has been submitted to the attorney, waiting on her to send back to the board
- Butter Braids Fundraiser: After strong response to another school's Butter Braids fundraiser, Ripon El will sell Butter Braids in March with an expected pick up at the beginning of April to give a break between holidays and T&T at the end of the year. Tara is waiting on a call back from the representative in Elk Grove. Punkin made the suggestion to have samples ready for families to try as a fundraiser kick off

### **Treasurer's Report**

- The report was read by treasurer Tiffany Anderson, closing the books for September 2024. As of 9/30/24, the money market account balance is \$10,378.69 and the general fund account balance is \$100,211.16. This includes two restaurant fundraisers in September (Jamba Juice \$240 & Twisted Tulip \$300) and \$6016.57 paid to Shirt World for Jog A Thon shirts.
  - *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):**

- Leftover Ripon El t-shirts to be sold at a table outside of the bookfair

### **Important Upcoming Dates**

- October 19th: Districtwide Color Run & Main Street Day
- October 21st - November 7th: Pie sales
- October 23rd - October 31st: Red Ribbon Week
- October 28th - November 5th: Book Fair
- November 8th & 11th - No School

- November 20th: Pie pick up day from 4pm-6pm

**Next meeting will be held on Tuesday 11/12/24 in Room 15. CHILDCARE PROVIDED 🎉**

**Meeting ended at 5:10pm**

- *Meghan Ellis motioned to adjourn the meeting. Punkin Legris seconded the motion. Motion carried.*