



John Green PFC Meeting Minutes Wednesday, April 21st, 2021

PFC General Open Session 6:30PM – 7:30PM

Meeting Called to Order: Sumit

Attendees:

- Sumit Chopra: President
- Tracey Yuen: Director Of Volunteers/Room Parent Coordinator
- Ritu Khendelwal: Director of Budget and Accounting
- Shikha Sharma: Treasurer of Deposits, Reimbursements & Purchases
- Joyce Trotter: School Principal
- Sarah Tuthill: Assistant Principal
- Bridgette Jakubowicz: Teacher Representative
- Ann Singh - Director of Communications
- Ms. Barna
- Bhawana Singh

Absent:

- Ursela Syed: Secretary

February and March meeting minutes approved.

Treasurer report:

Ritu shared the current budget. Income from Box top, Benevity and Printing (tshirts) ~ \$1100. Shikha provided checks but the books are not reflecting the five checks deposited. Ritu and Shikha to work on it after the meeting.

Principal updates:

Ms. Trotter gave an update on cooking with kids. Kids made a snack mix. On Friday, the students were invited to make Nutella fruit cake. The staff is beginning to get ready for the 2021-2022 school year event, unless there are changes from the CDC. The superintendent has allowed a small event and invited each class, kids with their parents for their promotion certificates. The kids will pick up a little bag, memory book, certificate and t-shirts. Purchases and expenditures this month: various art supplies, reading material, books, additional crafts and classroom supplies, reading prizes etc. PFC recruitment,

the nominations are sparse. Ms. Tammy, Ms. Sarah and Ms. Barna, Ms. Trotter to brainstorm and spread the word for PFC board members. A couple of people have reached out for the presidency. Sumit should have the list. Deadline to turn in the forms is April 30th.

PFC update:

Sumit's update on the PFC nomination (same as Ms. Trotters).

Ms. Barna's Request: (5/19/21: Ms. Barna has not submitted the request as yet)

Ms. Barna gave an update on the library and its programs. There are book fairs that gives \$5-6k a year. She receives a variety of books from 2K-2500 from scholastic. There have been furniture updates from the savings. Since there were no book fairs due to Covid. Ms. Barna requested funds from PFC, the estimates have been sent via email and apply to KG-5th graders. She shared details of each grade level and their request of what books they'd like access to. She also included a list of books related to diversity.

Sumit suggested to revisit this topic since we only have 6 weeks left for this school year. Since Ms. Barna is revamping the library and she would like to have the books on hand before the children return. Teachers can also have access to these books for AR quizzes.

Motions:

- Motion to provide a one-time ~\$5,500 to the school library. All in favor, yes. Approved.

Staff Appreciation:

The teachers, staff were requested to log off. Shikha and Bhawana to give an update on **May 5th**.

Shikha - \$840.00 - vendor. Arrival time for the vendor is 10:45am

Ann - \$140 (**correction \$290**) - paper products, decorations, plus gift bags for t-shirts and water will be estimated ~\$50. Time for lunch - 11:45am-2pm

Bhawana - \$544.88 for t-shirts, she was able to place the order for the t-shirts.

Principal Trotter and Ms. Tammy can provide assistance to invite teachers if any of them haven't RSVP'D

Meeting adjourned: 7:15pm