

**John Green PFC Meeting Minutes**  
**Wednesday, March 17th, 2021**  
PFC General Open Session 6:30PM – 7:30PM

**Meeting Called to Order: Sumit**

In Attendance:

- 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
- Alise Sousou
- Joan Adajar
- Bhawana Singh
- Kimberly Mehr
- Manoj Pahuja

Not in attendance- Ursula

**Treasurer Report**

The school mascot was paid in February. We will close Corodata and Shika will look into this further, we only need records held for 7 years.

**Principals Report**

Virtual dance party with children was held. Parent orientation night for hybrid parents regarding on-campus protocols was held. In regards to ABS spending, funding was provided for Virtual field trips, learning kits, art kits and project materials for second graders.

**General Items**

We welcomed Alise Sousou and Joan Adajar as PFC members for the shared role of Director of Programs. Both Alise and Joan gave an introduction and were approved as board members.

**Funding Approvals**

Agreed on fifth grade camp- 50% ASB funding 50% PFC  
PFC funding for memory book approved \$2700 paid \$2953.03

PFC funding for Wagons approved \$1500 actually paid \$1562  
Emergency food was ordered and check need to be issued  
Minder binder approved and check need to be issued

Funding approved for staff and teacher appreciation luncheon for May 5th. PFC will be providing food truck, t-shirts, decorations, photo booth and all themed around Cinco de Mayo.

**PFC election process**

Requests for nominations will be sent by the newsletter and we are requesting a deadline of April 16th so that knowledge transfer could take place in the month of May.