

West Hills Community Church (WHCC)
Parent Teacher Club for Riviera Christian School
December 5th, 2023
6:30pm

Attendees: Jonathan Huntley, Chrissy Huntley, Rebecca Amador, Christy LaFleur, Jen Reimers, Gahee Bartels, Faith Gerber, Kyle Sanders, Zak Morrow, Paul Alley, Crystal Cady

Meeting called to order: 6:36pm

Opening Prayer: Faith Gerber

Introductions took place around the table.

Crystal read the minutes from the November meeting. Jen moved to approve, Kyle seconded, All were in favor.

Treasurer's Report: Beginning balance as of 11/14/23 was \$40,869.47. Deposits were made from the jogathon and poinsettia sale for \$1,149. Expenses were the check to Al's for \$918 for poinsettias and Amazon gift cards for staff for \$5,775.00. Ending balance as of 12/5/23 is \$34,251.40.

Principal's Report:

- Notified parents last week that we will not have 5th grade for 2024-2025 and that 4th grade is dependent on enrollment. Looking to market to get more students and there are a few parents that can help with that. One of the teachers brought a school fair to Faith's attention. It is at the Salem Convention Center on January 20th. We will be there to get out name out. Jen noted once we have all the info let us know so we can see where we can help. Faith had an idea to do a drawing and offer to waive enrollment fee for winner. Will tie it to touring the school between January 20th and February 20th to get entered in the drawing. Gahee and Jen looked at the budget and we have savings from the staff gifts and another bucket, so we have the money to cover the enrollment fee we are waiving. Jen moved to approve this, Crystal seconded, and all were in favor.
- Looking at doing continuous enrollment for current families so they don't have to go through the process each year.

Old Business:

- One application for Classroom Parent for Pre4 has been submitted.
- Still have three open officer positions, with the banquet chair being the most important. Noted that it could be a co-chair position and that other officers are very helpful.
- January restaurant night. Did Papa Murphys last year. Chrissy asked what it was about, and Jen noted last year Papa Murphy's gave us 20% of all proceeds from purchases between 4-8pm.

- Applebees does a Saturday breakfast deal, but you have to staff for it and register ahead. Others brought up were Chick Fil A, Hawaiian Time and In N Out. Suggestion of tying Door Dash in was also brought up.
- The decision was made to contact Papa Murphy's again, and Crystal will contact On Any Sundae to see if we can do them as well – Pizza and Ice Cream night. Chipotle will be our backup ask.

Banquet discussion:

- Date is March 9th and is earlier this year to avoid conflicting dates with Western Christian's program and Easter. Hoping this increases attendance.
- Theme idea Jen introduced was Blue Jeans & Bling. All were in favor.
- Jen sent a copy of the save the date around. Asked Faith if Christmas programs were printed and they had not been so we will include this save the date on the back of them.
- Jen proposed doing an early bird sale on banquet tickets in January. Savings of \$5/ticket. Jen moved to approve, Chrissy seconded, and all were in favor.
- Chrissy asked where it took place. The answer was at RCS gym and childcare is offered for \$10. Jen gave a quick overview of the event and noted dinner and dessert is included for attendees and dinner for kids in childcare.
- Jen noted we are seeking large and small donations and any Air BNB type donations as they go for good money. Zak noted he has a buddy that does guided fishing and will look into that. Rebecca has an Air BNB connection and will look into that. Jen reminded all that the donation is a write off if made through the foundation. Paul explained we set up the foundation due to a change in laws that made it so you could no longer donate directly to the school.
- Jen reminded folks that there are 12 banquet points required per family and ticket purchases and donations count to earn those points.
- Chrissy asked how much the banquet made last year. In 2023 it raised \$28k, less expenses came out to \$20,894.
- Kyle asked for the split on money raised – tickets versus auction items. Last year was \$1500 tickets, \$1750 in table sponsors, \$1560 in raffles, \$2245 for teacher dates and \$19k in pledges and auction items.
- Kyle also asked if the goal is for items to be expensive like an Air BNB or can auction items be smaller. Jen noted we are planning to do a better range this year and include a few smaller items and baskets. Question was also asked on restrictions such as alcohol. Jen noted yes. Can't have alcohol, homemade food or firearms donated.
- Paul noted in the past we made a teachers wish list and people put down money for that. Jen brought up having an empty jean pocket to fill for the teachers to tie in with theme. Crystal noted to have a pledge card to fill it with to make it easy and no one has to be on the watch for theft of cash/checks. All liked that idea.
- The kickoff meeting will be at Jen's house on Sunday December 10th at 3pm.

No requests or roundtable. Coffee card was drawn, Zak Morrow was the winner. The meeting was adjourned at 740pm.