

ROCK CREEK ELEMENTARY PARENT TEACHER CLUB

ROCK CREEK ELEMENTARY SCHOOL PTC
4125 NW 185TH AVE. PORTLAND, OR 97229
TAX ID #93-1145502



Meeting Date: **November 4, 2025**

Called to order at 7:35 pm

Mtg closed 8:39 pm

Board Members Present: Beth - President, Brad - 1st VP, Wes - 2nd VP, Yennie - Comms, Alison - Comms, Tawnee - Treasurer, Sakina - Treasurer, Allison - Volunteer Coordinator

Zoom AI feature filling in as secretary tonight.

Key takeaways

- The PTC has raised approximately \$22,100 through Rocket Run fundraising, with additional funds expected from company matches and Benevity (potentially \$5,700 more)
- Movie Night is scheduled for November 14th; the PTC will need to purchase a \$175 movie license
- LEGO Club will be starting soon with a cap of 25 students (reduced from 75 last year)
- Passive fundraising efforts have been successful, generating \$3,600 so far from three events
- Nate Sacker, a Westview math teacher with a kindergartner, received 80% of votes for the secretary position

Discussed topics

September Meeting Minutes Approval

Brief review of previous meeting minutes from September 4th.

- **Beth:** Reviewed the minutes, noting discussions about Rocket Run, financial updates, and passive fundraising
 - **Tawnee:** Motioned to approve the minutes
 - **Wes:** Seconded the motion
- **Conclusion**
 - September meeting minutes were approved

Financial Updates

Discussion of current financial status.

- **Tawnee:** Mentioned day-to-day finances are being handled but hasn't updated the books due to travel
- **Sakina:** Expressed concern that bank balance has dropped below \$20,000 (around \$15,000)
- **Beth:** Noted this is partly because fundraising platform payments come in lump sums rather than regular infusions
- **Conclusion**
 - Tawnee and Sakina will provide a financial update via text in the coming week

Movie Night Updates

Discussion about the upcoming Movie Night on November 14th.

- **Beth:** Explained they need to purchase a \$175 movie license from Swank Media
- **Sakina:** Questioned whether there was a movie night budget
- **Tawnee:** Confirmed there is a \$200 budget for movie night
- **Beth:** Mentioned she will check popcorn supplies at the school
- **Alison:** Will create a Parent Square post for volunteer sign-ups
- **Conclusion**
 - Movie license will be purchased and allocated to the movie night budget
 - Amy will confirm the movie title tomorrow
 - A Parent Square post will be created for volunteer sign-ups
 - The 5th grade will sell snacks and candy as a fundraiser

Rocket Run Fundraising Update

Detailed discussion of Rocket Run fundraising results and platform considerations.

- **Brad:** Shared that they raised \$22,100 online toward their \$30,000 goal
- **Brad:** A more detailed breakdown of what we raised: Fundhub took 4% after donors picked up the rest of the "tab" (\$640.50). Our total deposit from FundHub is **\$16,419.50**.
 - At the first money counting (October, 2025), we raised \$1685.00 in checks and \$705.00 in cash, for a total of **\$2390.00**.
- **Brad:** Only 50% of students registered (below the 60% goal).
- **Brad:** FundHub charges a \$499 sign-up fee (reduced to \$400 if pre-registered)
- **Beth:** Questioned whether the additional features of FundHub justify the cost compared to 99 Pledges
- **Sakina:** Reported seeing approximately \$5,700 in pending Benevity donations
- **Tawnee:** Noted they're doing better a month post-run than at the same point last year
- **Conclusion**
 - The team will explore alternatives to FundHub for next year to avoid the sign-up fee
 - With company matches and additional donations, they expect to reach their \$30,000 goal
 - Another cash/check count will be scheduled for November 14th at 1:30 PM

LEGO Club and Garden Club Updates

Discussion about after-school clubs.

- **Beth:** Shared that Amy clarified volunteers don't need staff in the room as long as they're Raptor certified
- **Brad:** Mentioned clubs are now capped at 25 students (down from 75 last year)
- **Brad:** Noted Garden Club will start in spring

- **Brad:** Explained they reserved the portable but may be able to use the cafeteria
- **Conclusion**
 - LEGO Club will start next Thursday
 - Garden Club will begin in spring
 - A lottery system will be used since clubs are capped at 25 students
 - Volunteer sign-ups will be included in the Parent Square post

Staff Favorite Things Update

Discussion about collecting staff preferences for gifts.

- **Beth:** Explained that Jess has an Excel document with staff favorite things
- **Beth:** Suggested removing certain columns (like t-shirt sizes) before sharing publicly
- **Beth:** Emphasized that gifts for staff are optional, especially with SNAP benefits on pause
- **Conclusion**
 - The Excel document will be converted to PDF and posted on the website
 - Communications will be careful to position this as optional information

Passive Fundraising Update

Update on restaurant and business partnerships for fundraising.

- **Wes:** Reported \$3,600 raised from three events so far
- **Wes:** Old Spaghetti Factory exceeded expectations at \$2,136
- **Wes:** Odd Moe's raised just under \$500, McDonald's just under \$1,000
- **Beth:** Suggested reaching out to Piccolo Mondo for their annual fundraiser
- **Sakina:** Recommended Maple Boutique as a non-restaurant option
- **Beth:** Suggested rescheduling the Meeting Place fundraiser from June to May
- **Conclusion**
 - Next Odd Moe's fundraiser is scheduled for the Friday after movie night
 - Wes will add two more events in December and January
 - Wes will reach out to Piccolo Mondo and consider Maple Boutique

Secretary Position Vote

Brief update on the secretary position vote.

- **Sakina:** Asked about the status of secretary votes
- **Beth:** Reported that Nate Thacker received 80% of votes
- **Brad:** Mentioned Nate expressed interest in joining the board at Rocket Run
- **Conclusion**
 - Beth will follow up with Nate to confirm his interest
 - Beth will inform Whitney of the results

Food Drive Proposal

Brief mention of a potential food drive.

- **Beth:** Shared that a parent suggested organizing a food drive to support families needing nutritional assistance
- **Beth:** Has shared the idea with Amy and Ashley
- **Conclusion**
 - Waiting for follow-up from Amy and Ashley on how to proceed

Action items

- **Beth**

- ☐ Check popcorn supplies at school for Movie Night
- ☐ Communicate movie title to the group once confirmed by Amy
- ☐ Follow up with Nate Sacker about secretary position
- ☐ Share staff favorite things list with Allison, Yennie, and Brad
- ☐ Talk to Jess about water bottle distribution

- **Alison and Yennie**

- ☐ Create Parent Square post for Movie Night volunteers, LEGO Club volunteers, and 5th grade committee sign-up
- ☐ Create social media posts thanking corporate sponsors
- ☐ Convert staff favorite things Excel document to PDF for website

- **Brad**

- ☐ Update corporate sponsor tracker
- ☐ Inform people who ordered t-shirts that they won't be available ✓
- ☐ Help Yennie with website updates
- ☐ Schedule another cash/check count ✓ - Friday, November 14 (1:30-2:20pm)

- **Tawnee and Sakina**

- ☐ Provide financial update via text in the coming week
- ☐ Follow up with Leanne Gentry about Book Fair
- ☐ Balance ledger and track Rocket Run donations

- **Wes**

- ☐ Contact Piccolo Mondo about their annual fundraiser
- ☐ Schedule additional passive fundraising events for December and January
- ☐ Provide Sakina with list of completed and planned fundraisers
- ☐ Reschedule Meeting Place fundraiser from June to May