



RIEGO CREEK PTC

MEETING AGENDA

Date: April 14, 2026

Time: 6:00 PM – 8:00 PM

Location: Riego Creek Staff Lounge

EXECUTIVE BOARD ATTENDANCE

President: Trista Hansen

Secretary: -

Vice President: Stacey Nardoni

Admin Representative: Traci Storer

Fundraising: Christina Gray

Admin Representative: Brianna Zan

Events Coordinator: Elysa Woodyard

Guest:

Treasurer: Dallas Brown Wilson

Guest:

Social Media: Vanessa Nalangan

Guest:

PRESENTER

TOPICS

Dallas BW.

Call to Order:

- Time: 6:05 PM

Admin Rep

Principal's Report:

- Outdoor table options in progress

Trista H.

President's Report:

- Open Positions:
 - Secretary
 - VP Events
 - ACTION - promote at B2SN

PRESENTER

TOPICS

- Mural:
 - May TBD on paint date
 - Oleh repaint backside solid maroon
- School Clean Up
 - Week of July 27
 - Open to families / community

Stacey N.

Vice President's Report:

- Spring Cleaning
 - Community dates available
 - April 23 & 24 to start cleaning out PTC room
 - ACTION: Stacey to reach out to Art Docent team for participation

Dallas BW.

Treasurer's Report:

Cashbox Balance:	\$400.70
Checking Balance:	\$37,750.22
Pending Deposits :	\$0.00
To be Collected :	\$1,905.00
Aerospace FT - 3rd	\$1,905.00
Coloma - 4th	\$742.00
Fairytale - 1st	\$552.00
Pending Withdrawals :	(\$0.00)
Pending Staff Reimbursements :	(\$0.00)
Future Allocated Payments:	(\$15,535.02)
5th Grade Celebration	(\$1,355.57)
EOY Dance Budget	(\$2,000.00)
Staff Reimbursements	(\$6,629.45)
Staff Appreciation Gift	(\$3,000.00)
TOTAL FUNDS:	\$30,113.81

Bus Money -

Coloma - \$207.50 short bus funds

5th Grade Budget

Must stay at \$1,500

PRESENTER

TOPICS

ACTION: Christina - moves to approve: \$4,500 for portables to provide 2 sets of cubbies
Elysa seconds

ACTION: TK Field Day: \$50
Christina
JC will pick up and reimbursement

\$1,336 - Elysa current total of dance budget

Motion: Trista - increase individual staff budget to \$400
Christina second

Misc PTC:

Purchases - Please email uploaded PDF copy into the Purchases folder on Drive [here](#)

Staff Reimbursements:

- ~**46%** of reimbursements [paid out to date](#) (up from 42%)
- [NEW FORM](#) includes Zelle option
- **DECISION: Due May 1**

SWAG Update:

- Riego Spirit Store - apparel:
 - Liquidation Sale at School Dance - April 17
- Raptor Store - non-apparel items:
 - New quotes on pause
- Donation Program:
 - On pause

Elysa W.

Event Coordinator's Report:

- Review of Previous Events:
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 - Upcoming Events:
 - **School Dance**
 - 120 tickets sold + 120 parents = 240 attendance
 - **ACTION:** confirm insurance coverage for non-Riego students
 - **ACTION:** charge and bring walkies for event
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PRESENTER

TOPICS

- ACTION: social media push:
 - “no older siblings or friends can attend”
 - “Guardian must attend with student”
- Multi-Cultural Event
 - DECISION: Postpone until SY 26-27
- Staff Appreciation Week
 - May 4-May 8
 - Lysa moves to approve: \$3,500 for total teacher appreciation week
 - Christina seconds
- 5th Grade EOY celebrations
 - Yard signs

Christina G.

Fundraising Report:

- Nugget: \$209.51
- BoxTops: \$406.50
- Dave & Busters -
 - May 21

Vanessa N.

Social Media Report:

- Upcoming posts:
 - Nothing to report

Dallas BW.

Review Open Items:

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Trista H.

Open Forum / New Topics:

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Dallas BW.

Adjournment:

- Time: 7:15 PM

NEXT MEETING

Date: May 12, 2026

Time: 6:00 PM – 8:00 PM

Location: TBD

ACTION ITEMS

DATE OPENED	OWNER	TOPIC & FOLLOW UP NOTES	STATUS
10/14/25	VP	Beautification proposal: <u>Ball wall mural</u> - PTC Board has chosen Top 5 - Trista to email to Traci by 3/14/26 - Traci to present them to the staff by 3/20/26	Open
11/18/25	Admin Rep.	School Site Council safety signage for drop-off lanes proposal Traci working to get quotes - in progress	Open
12/15/25	VP	Schedule working meeting (Canva)	Open
1/13/26	Treasurer	Finalize Jan 13 Meeting minutes and distribute for approval	Open
1/13/26	Events	Trunk of Treat 2025 Send out survey to volunteers (committee)	Open
3/10/26	President	Campus beautification day: ACTION: President to send an email to Stephanie Demarco asking for specifics on what we'd like to accomplish for this	Open
3/10/26	President	Career Day - April 10th, would PTC be willing to cater Chipotle for the presenters? ACTION: President to email for confirmation on this. Last year we did breakfast items. Why is lunch being requested for volunteers?	Open
3/10/26	Vice President	Open PTC positions: ACTION: Have signage at Open House to promote	Open

ACTION ITEMS

3/10/26	President	Dino Store: ● ACTION: Trista - Email Mrs. Zan and Mrs. Storer about this to determine which 2 days per month will work.	Open
3/10/26	Treasurer	Student Giveback - March: ● Students to receive gold coins ● ACTION: Dallas purchase coins via Amazon	Closed
3/10/26	President	School Dance: ● ACTION: Trista to purchase requested supplies (via email)	Open
3/10/26	VP Events	School Dance: ● ACTION: Lysa to purchase snacks	Open
3/10/26	Treasurer	School Dance: ● Need \$300 cash for day of -DJ payment ○ ACTION: Dallas have cash available for day of event	Open
3/10/26	VP Events	School Dance: ● ACTION: Lysa to plan out where / how many volunteers are needed for the event	Open
3/10/26	Vice President	School Dance: ● ACTION: Stacey to do QR code stickers for dance	Open
3/10/26	Social Media	Multicultural Fair: ● ACTION: Vanessa to update Social Media post(s) with info around currently represented countries	Open
3/10/26	President	Multicultural Fair:	Open

ACTION ITEMS

- **ACTION:** Trista to send an email to Traci requesting May 1 as a target date for this event.

3/10/26	President	Cashbox:	Open
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- **ACTION:** Trista to count for accuracy

3/10/26	VP Events	Staff Appreciation Week:	Open
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- **ACTION:** Lysa - flyer to send out for committee interest

3/10/26	President	Staff Appreciation Week:	Open
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- **ACTION:** Trista - email push to STAFF for last minute updates to Staff Favorites List

3/10/26	Treasurer	Staff Appreciation Week:	Open
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- **ACTION:** Dallas - email Promote Me for quote for staff baseball jersey

3/10/26	Social Media	Lunch with a Loved One:	Open
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- **ACTION:** Promote on Social Media

3/10/26	Social Media	Book Fair:	Open
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- **ACTION:** Promote on Social Media

DECISION / APPROVAL LOG

DATE APPROVED	OWNER	TOPIC & FOLLOW UP NOTES	FORUM
1/13/26	Vice President	January Student Giveback	EMAIL

DECISION / APPROVAL LOG

- Approval of \$100.00 spend for student rubber ducks for "National Rubber Ducky Day"
- Email YES: Events, Fundraising, Social Media, VP

1/13/26	Treasurer	January Teacher Giveback	IN-PERSON
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- Approval of \$15 spend for teacher prize for "Duck Hunt"

1/13/26	President	Approval to skip Spring Fundraiser	IN-PERSON
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- Motion: President
- Second: Fundraising

1/13/26	President	Dino Store Chair	IN-PERSON
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- Agreement that additional position to be included under PTC roles

1/13/26	VP	PeachJar for PTC Events	IN-PERSON
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- Agreement that PTC events should have a flyer created in PeachJar to allow translation for all families

1/13/26	Treasurer	Staff Bathroom Caddies	IN-PERSON
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- Approval to setup bathroom caddies with supplies for adult bathrooms (2 on campus)
- Motion: Treasurer
- Second: VP

1/19/26	President	EL Reclassification Meeting	EMAIL
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- Principal requests approval for buying meeting refreshments for 30 people
 - Email YES: VP, Events, Fundraising, Social Media
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DECISION / APPROVAL LOG

2/2/26	Treasurer	February Student Giveback • Approval of \$290.70 spend for student dino bracelets for Valentine's Day • Email YES: VP, Events, Fundraising, Treasurer	EMAIL
2/3/26	Treasurer	February Teacher Giveback • Approval of \$2,250.00 spend for teacher supplies of their choice (\$50 x 45 staff members) • Email YES: Fundraising, Events, Social Media, Treasurer	EMAIL
2/10/26	President	All PTC meetings should be booked via Facilitron	IN-PERSON