

**SEQUOIA MIDDLE SCHOOL  
PARENT FACULTY CLUB  
General Meeting  
January 16, 2024, at 7:00 pm**

**Attendees:** Leann Hutchings, Shauna Potts, Douglas Corbin, Jim Bergman, Christina Flint, Nicole Evje, Sarah Reynolds, Amy Norris, Christina Parra, Rebecca Machado, Christina Francis, J.Abalon. Yvonne Philapi. Dan Reynolds, Raquel Berry.

**Call to Order: 7:01 pm.**

**Approval of Meeting Minutes for General Meeting 11/7/23.**

- 1<sup>st</sup> Rebecca Machado
- 2<sup>nd</sup> Christina Flint

All In Favor: Ayes Have (8 Aye; 0 No)

**Board Member Reports**

**President**

Leeann Hutchings

No Report

**Vice President**

Shauna Potts

- The Eighth Grade Graduation Committee has a Chair and Co-Chair.
- Shauna sent names of parents who want to help the 8th Grade Graduation Committee Chair, Scott Mehl.

**Principal**

Douglas Corbin

- Eighth Grade Graduation:
  - Chairs and Podiums are reserved for 8<sup>th</sup> grade graduation.
  - Need to schedule 8<sup>th</sup> grade graduation activities. Christina Flint will coordinate with the new group on payment.
  - Carie Wade (SMS Office Manager) shared the invoices with Christina Flint (PFC Treasurer).
  - We have enough reserves for Eighth-grade Graduation. We do the committee to fundraise for Eighth-grade Graduation.
- Make sure to keep Mr. Corbin in the loop on PFC Meeting Date Changes, as we didn't inform him about the date change for this meeting from 1/9/24 to 1/16/24.
- Middle School Sports Program:

- Over the last couple of weeks, Pleasant Hill Middle School, Valley View, will figure out some way to bring together a Middle School Sports Program.
- Our district isn't able to finance a Sports Program.
- The proposed date and location for the Basketball Game is at Pleasant Hill Park and Recreation Center on Saturday, April 20, 2024.
- This is a one-day basketball tournament with 7/8th and 6th-grade teams.
- Pleasant Hill Park and Req will provide Referees free of charge and possibly jerseys.
- The Committee is asking to work with the PFC community on fundraising and concession stands.
- The Committee wants to split the costs of ticketing and concessions. We seek a rep from our PFC coordination with the other two PFCs.
- A meeting was held last week; Mr. Corbin will connect with the Middle School Principals in the District.
- In February 2024, there will be some tryouts for the teams to be equitable. This is supposed to be the kick-off to expanding more sports opportunities for sports in Pleasant Hill Middle Schools.

**Faculty**

Rebecca Machado

- Talent Show Tryouts are on January 31, 2024.
- There are two Talent Shows: One after school and one at night on February 7, 2024, at 6:30 pm.
- There will be Science Field Trips in February and March 2024.

**Treasurer**

Christina Flint

- We have not hit the fundraising goals for the year.
- For Fundraising, we brought in 22,000 and spent 13,000; if we didn't do fundraising, we would not be able to cover expenses for the year. This excludes 8th-grade fundraising.
- Sarah Reynolds asked: What does that mean for the hospitality budget?
  - Per Christina Flint: We have 700 for the Renaissance Program and haven't spent anything; receipts have yet to be submitted.
  - Teacher Appreciation Week is donation-based.

**Vice Principal**

Ifeyinwa Obi

No Reports

**Ways & Means**

Open

No Reports.

**Communications**

Nicole Evje

No Reports.

- Nicole asked for clarification on posting meeting minutes.
- Do we post general meeting minutes? Do we post executive meeting minutes?
  - Per Shauna Potts (PFC Vice President), post all minutes on the PFC Website.
  
- Nicole received emails from Fundraising groups like Rochambeau.
  - Should she delete or send them to the President's email, and Shauna will review them?
    - Yes, send Shauna the emails to review.
  
- Nicole will post the Ways and Means Position on the Facebook page to see if the position can be filled.

**Hospitality**

Alaka Frolick & Sarah Reynolds

No Reports.

**Volunteer Coordinator**

Jennifer Bamberger

No Reports.

**Member-at-Large**

Amy Norris

No report

**PAC Report**

Dan Reynolds

- Parents come together once a month for the PAC Meeting. This month's meeting was focused on expanded learning opportunity programs. After-school programs, intercession programs, and summertime programs.
- The main topic was expanded learning at elementary sites; there are state entitlement meetings. Beyond that, the district has before or after-school programs at some middle schools. Sequoia doesn't have the programs. The programs are designed to be there before and after school for families. The next meeting is February 19, 2023, at the LCAP.

**New Business**

- Auction Planning
  - Spring Auction: this would have to be an online auction.
  - Leann Hutchings (PFC President) suggested now would be the time to plan for an in-person auction.
  - We need to recruit an online auction committee.
  - We need an online auction program.
  - In past years, Ayers Elementary has done an online auction.

- That school didn't use an auction program. They did an online auction on Facebook.
  - We need someone to head up the committee, a chair, and a committee.
  - Christina Flint (PFC Treasurer) will investigate the details of our auction program. Our program, Christina Flint (PFC Treasurer), can work the auction.
  - Leann Hutchings (PFC President) will ask Jennifer Bamberger (PFC Volunteer Coordinator) to create an online committee.
  - We need to also come up with a date for the online auction.
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- Read-a-thon
    - Amy Norris will meet with Mrs. Starrick regarding the Read-a-thon.

**Meeting Adjourned: 7:59 pm.**

**Meeting Minutes Approved On: Tuesday, March 6, 2024 at General Meeting.**