

**Agenda
SEQUOIA MIDDLE SCHOOL
PARENT FACULTY CLUB
General Meeting**

**Wednesday 5/28/25 at 7 pm
Via Zoom (See Link Below)**

7:00 PM	Call to Order	Jennifer Bamberger
	Welcome & Introductions	
7:10 PM	Minutes for Approval	
7:15 PM	Board Member Reports	
	<ul style="list-style-type: none">• President• Co-President• Vice President• Principal• Vice Principal• Secretary• Faculty• Treasurer• Ways & Means• Communications• Hospitality• Volunteer Coordinator• Member-at-Large	<ul style="list-style-type: none">Jennifer BambergerChristina ParraShannon OliverDouglas CorbinCarolyn HullMichelle IgnacioRebecca Machado & Jim BergmanChristina FlintTaylor Gosney & Kelly JeromeNicole EvjeAlaka Frolick & Sarah ReynoldsTrista Cambra-Flanders & Allison RuleLeeann Hutchings
7:15 PM	New Business	
	<ul style="list-style-type: none">• Approval for PFC Board Budget 2025-2026• Approval for PFC Board 2025-2026 (List of Candidates – See Second Page)	
8:00 PM	Open Forum	
8:10 PM	Meeting Adjourned	

Link To Meeting:

<https://us06web.zoom.us/j/85354063264?pwd=DyyFU3X3HRH8NVi2qIKB31mLfsL5Nc.1>

Meeting ID: 853 5406 3264
Passcode: 664554

Agenda
SEQUOIA MIDDLE SCHOOL
PARENT FACULTY CLUB
List of Candidates for 2025-2026 School Year

- **President:**
 - Eunice Vukosavljevic
- **Vice President:**
 - Michelle Ignacio
- **Secretary:**
 - Dena Stein
- **Communications:**
 - Cristina Moreno
- **Treasurer:**
 - Vanessa Ibanez
- **Ways and Means:**
 - Marcella Bustamante
- **Volunteer Coordinator:**
 - Trista Cambra-Flanders
 - Allison Rule
- **Hospitality:**
 - Rochelle Canlas
- **Member At Large:**
 - Liz Chandler

**SEQUOIA MIDDLE SCHOOL
PARENT FACULTY CLUB
General Meeting Minutes
April 1, 2025**

Attendees: Jennifer Bamberger, Christina Parra, Michelle Ignacio, Christina Flint, Allison Grant Rule, Sarah Reynolds, Nicole Evje, Shannon Oliver, Taylor Gosney, Carolyn Hull, Douglas Corbin

Call to Order: 7:01 pm

Approval of Meeting Minutes: 02/04/25 General Meeting Minutes

- First: Christina Flint
- Second: Christina Parra
- Approved: (9 Yays, 1 Nays)
- Correction to be made- Mrs. Enloe is a teacher at Sequoia Middle School, not Silverwood Elementary.

Board Member Reports

- President Jennifer Bamberger
 - We've been working with volunteers for the 8th grade committee. A letter should be going out soon with all the information regarding bowling, picnic, shirts and seat sales.
 - We have a few parents that have shown interest in Board positions for next year for Member at Large and possibly Secretary or Communications and Ways and Means. I do not have anyone for President or Treasurer. We're getting into crunch time and might need to try different avenues to get volunteers. If any current Board Members know anyone that would like to step up please spread the word. If we don't have a President, Treasurer or Secretary we can not have a Board.
 - Parent Eunice Vukosavljevic spoke up and mentioned that she is interested in the President position but would love to learn more about the duties.
 - Christina Flint suggested that as we go through board member reports we say a little about the position for parents who are on the meeting and interested.
 - The President position puts the agenda together, is in communication with the office staff, this year I've been at every Hospitality event on campus, communication with the board in general. I am on the 8th grade committee even though I don't have an 8th grader but I wanted to make sure the communication between the office and the committee was really strong. Christina Parra and I shared the position this year so it was really nice to be able to swap leading the meetings. Christina do you have anything to add?
- Christina Parra
 - It was definitely nice to share the co-presidency position with Jennifer. I worked a lot with the Secretary to put the agenda and minutes together. My daughters 6th grade year I did Hospitality and then last year was Secretary. All three positions

were great because I got to meet the teachers a little bit more and met a lot of great people.

- Vice President Shannon Oliver
 - This year I've helped out wherever I could. Volunteered my time with the Otis Spunkmeyer fundraiser, attended all the meetings and being a contributor on all levels. Anything the co-presidents needed such as attending meetings with Mr. Corbin. It's been a great group I just can not commit to joining the board for next year but I will volunteer when I can.

- Principal Douglas Corbin
 - Happy Arab American History Month. I'm just going to share a couple of announcements since our last meeting.
 - Last week our 6th graders went on their Pier 39 science field trip.
 - Next week we are on spring break and that includes the following Monday as well, April 14th.
 - We have our Renaissance reward event scheduled for April 17.
 - We have our final Coffee with Corbin on April 18.
 - CAST Testing which is the science test for 8th graders is from April 21-25.
 - Our last School Site Council meeting will be April 29.
 - Open house was scheduled for April 30 but after talking with the teachers they would like to move it to later in May after state testing.

Any questions for me, otherwise that is all I have for today?

- Vice Principal Carolyn Hull
 - I don't really have much to report but there is a program for teacher appreciation week that I'd like to purchase for our staff. It's \$79, and I can send you more information about it. But it's a really cool program for them for that week.

Jennifer Bamberger- I motion that we pay for and reimburse Carolyn Hull on the teacher appreciation week package that equals \$79.

Christina Parra- I second.

Approved- 12 yays

- Secretary Michelle Ignacio
 - The Secretary position is very involved. You will be creating minutes every month for either the Executive or General meetings. During the meetings you are taking notes but we also record the Zoom meetings so that is helpful. I worked closely with the Presidents to receive the monthly agendas and volunteered my time when I could.

- Faculty Jim Bergmann
 - No report

- Treasurer

Christina Flint

- We are at 82% of our fundraising goal and that's probably where we will cap out for the end of the year. We are also underspending. We are on track with Homework Club expenses which is a big line item for PFC. We've only spent about a third of the department grants and a quarter of the teacher grants. I will send word to the teachers that the end of April is a soft deadline to turn in receipts.
- The 8th grade website is up now. I'll send the link in the chat if any parents on the meeting would like to start purchasing or donating to activities. There will be more information that will go out in the letter tomorrow. The only thing left for the 8th grade activities is to get an addendum to our insurance for the picnic. I will obtain that in the next couple weeks.
- The Treasurer role is pretty involved. You are handling all of the budget. Preparing it and presenting it to the board for approval. Then you manage the budget by writing checks, paying invoices and paying reimbursements. You also make sure the taxes are filed and insurance is paid. Anything dealing with money you are handling.
- I've started a rough draft for the 25-26 budget but at our next Executive meeting we need to discuss certain line items such as revamping the Renaissance program, did the teachers like the teacher grants, is PFC paying for counselors again?

- Ways & Means

Taylor Gosney

- Ways and Means is basically fundraising which is a large part in how PFC supports the school and community. We raise funds for the Renaissance program, teacher appreciation, teacher grants and all other items in the budget. Coordinating the Otis Spunkmeyer which is our largest of the year and the monthly Dine and Donates. This position is heavily involved since it requires going to restaurants and petitioning them for the donation programs. We worked with the Treasurer and Communications of PFC and with Sequoia office staff. New this year we involved Leadership, the kids are really great in communicating out to their peers.
- We have the SF Giants fundraiser coming up. Which is a new fundraiser for Sequoia. You can purchase tickets through the link sent out on Parent Square and \$5 of every ticket goes back to the school.
- We are also looking at food fundraising options at Open House. We can sell pizzas and snacks at a PFC table. Since we are parents too and want to enjoy Open House we thought about recruiting Sequoia alumni to help.

- Communications

Nicole Evje

- Communication is very involved. You will run the Facebook account which I post to multiple times throughout the week. I keep the website up to date and work with Communications and the Secretary to post events and approved minutes. I just make sure to get the information out to the public when needed.

- Hospitality

Sarah Reynolds

- This year for Hospitality we had two volunteers which was nice but you don't need two since we bring in volunteers from the board as well for big luncheons and the Renaissance events since we work as an assembly line to pass out food. You'll work with the office staff throughout the year to coordinate dates and food items. We also work with PFC Volunteer Coordinators for the sign up list.
- The current events we have coming up are the last Renaissance event and teacher appreciation week.

- Volunteer Coordinator

Allison Rule

- Both Trista and I plan on staying on the board next year and hopefully in the same position. As for the job we work with Hospitality and Ways and Means to see what volunteer positions are needed for events. We create sign ups through the Sign Up Genius app and then I send the over to Nicole in Communication to post to Facebook.

New Business

- No New Business

Open Forum

- Parent Cristina Morena asked what the Renaissance program was?
 - Jennifer Bamberger explained it is based on grades. If your child has a 4.0 GPA they are Gold Star and they fill out an application to receive the reward for the Quarter.
 - Taylor Gosney reminded parents that the program details are on the school website and it lists all the levels and grade point average a student needs.
- Treasure Christina Flint wants to discuss the draft 25-26 budget.
 - Christina asked Mr. Corbin if Counselors needed to be paid out of the PFC budget?
 - Mr. Corbin replied that Counselors have permanently been taken off of the PFC budget in an effort to support you all because I knew that you guys were having some issues with funding. I was able to divert that supplemental cost and use site funds for that.
 - Christina asked about the Renaissance program and what his plans to have it look like for next year? Currently, it is only funded to cover as a food based program just for 4.0 and above students. There have been discussions about making it look different.
 - Mr. Corbin replied, Carrie and myself have expressed some concerns about the Renaissance program. We know that we want to continue to provide some type of academic incentive for our high achieving students. Before sweet tomatoes went out of business in downtown Pleasant Hill the students were taken there during school as a break for lunch to do that and we've been trying to figure out different ways that we can continue Renaissance and provide a one of a kind experience, make it a

little different and add some variety to it. But it just seems like there's so many different limitations if we want to travel with 150 kids or so.

- Taylor Gosney agreed and thought this would be a great time to bring in the Leadership team. She offered to speak to Mr. Minglana and have the kids take a poll on what they would like to see and receive as rewards for this program since they are the ones it benefits.
- Jennifer Bamberger asked for verification that when the kids go off campus it can not be longer than an hour? Mr. Corbin said he would have to get clarification on that. Jennifer has spoken with the movie theatre and has talked them down to \$5 a student for a movie, if they are allowed to be off campus longer than an hour.
- Christina's last question regarding the budget is regarding the fundraising line. She wanted to discuss how to break it up rather than having all fundraising lumped into one line item.
 - Jennifer Bamberger said that it would be better to discuss at the Executive meeting, which needs to be rescheduled due to May 6th being the Music concert.
- Mr. Corbin mentioned he's been able to make some contacts with Off the Grid through the Pleasant Hill Education Commission and they are interested in providing some trucks for Open House. He didn't want to change any current plans we had but wanted to mention they are interested in providing services.
 - Taylor Gosney replied that she loved the idea and preferred food trucks that way no one needed to man a table but she wanted to make sure the vendors we would use are giving a percentage back to the school.
 - Mr. Corbin said that he would share the information with Taylor and that they are still working on final confirmation since the date has changed. He said they didn't mention anything about a fundraising support opportunity if they brought the food trucks to our site.
 - Taylor mentioned that fundraising back to the school is a big deal. We want to be able to get a little bit of fundraising efforts and if it's not Off the Grid that's fine, and if everybody is in agreement with it being a food truck or a couple of food trucks, then we can definitely look into options that that will provide some sort of partner with us in fundraising.
 - Nicole Evje agreed saying it's a great idea to have food trucks on campus, but they absolutely have to provide a kickback they're there to help us fundraise, not just for us to provide them business.

Meeting Adjourned: 8:06pm

Approved: