



SEQUOIA MIDDLE SCHOOL (SMS)
In-person Parent Faculty Club (PFC) General Board Meeting Agenda

Date: Wednesday September 17th, 2025

Time: 6:30 pm – 7:30pm

Location: SMS Library

Google Meet Link: <https://meet.google.com/mdu-iuxi-wxa>

- **Call the Meeting to Order**
- **Welcome & Introductions of the 2025-2026 PFC Board**
- **Special Guest:**
 - SGT. Michael Hurlburt from Pleasant Hill PD – to discuss parking and traffic issues
- **Board Member Reports:**
 - **Presidents Report:** (*Eunice*)
 - Purpose of the PFC
 - Plans and Goals for the Year and Opportunities for Engagement
 - Update on Grant Program Structure – for Principal and Teachers
 - **Principal's Updates** (*Mr. Corbin*) - what's new at school
 - **Treasurer's Report** (*Vanessa*) - where we stand financially
 - Current Account Balance
 - Status on Bank Account Access for necessary members – Chase Bank
 - Donation Results Per Event
 - **Student Services Admin Report:** (*Desiree*)
 - **Teacher's Report:** (*Mrs. Machado & Mr. Bergmann*)
 - **PFC Board Committee Reports:**
 - **Hospitality:** (*Glynis*)
 - ✓ **Community Support:** Supporting a Family In Need
 - ✓ **Recap:** Update on Back-to-School Breakfast for the SMS Faculty
 - ✓ **Recap:** Update on Back-to-School Luncheon for the SMS Faculty
 - **Ways & Means / Fundraising Update:** (*Marcella*)
 - ✓ **Recap:** Back-to-School Night Bake Sale
 - ✓ **Recap:** Warm August Snowie Shaved Ice Truck
 - ✓ **Go Fund Me for the**
 - ✓ Upcoming Events:
 - Dine & Donates Update
 - Otis Spunkmeyer Update
 - SF Giants Tickets Update
 - Silent Auction Fundraiser Planning Update
 - Virtual Book Fair - Barnes & Noble online and in-store
 - **Volunteer Coordinator Update:** (*Allison*)
 - ✓ Future Signup Genius Emails
 - **Communications Update:** (*Cristina*)
 - ✓ Update Regarding PFC Website
 - ✓ Update Regarding Each Grade Levels Facebook Page
 - **Member at Large Update:** (*Liz*)
- **PFC Requests** (*Eunice*) – Google Form to come
- **Wrap-Up & Next Meeting Date:**
- **Meeting Adjourned**

Welcome Back to School Everyone! Let's Make This Year Amazing!

