



**Minutes of the Regular Meeting of the  
Board of Directors of Sequoia Parents Club,  
September 5th, 2024 @ 7:00pm**

**Roll Call 7:04pm**

**Present Officers**

- **Emily:** President
- **Jessica:** Vice President
- **Jenny Weiss:** Vice President
- **Joy Finn:** Secretary
- **Jen Barsuglia:** Secretary
- **Kristi Botti:** Treasurer
- **Kevin Buchanan:** Treasurer

**Board Members Present**

- Melissa Warren
- Dominique Alexander
- Jen Barsuglia
- Alycia Krause
- Christina Frakes
- Breanna Boco
- Saadia Buck
- Melissa Coleman
- Janae Luther
- Emmy Mizelle
- Paul Davis
- Josh Eaton
- Joanne Ngo
- Ann Rhodes
- Julianna Erdman

**Emily's Welcome**

- Emily emphasized the fun and engagement of the Sequoia Parents Club (SPC) and encouraged members to bring ideas.
- Overview of the SPC calendar: color run, Readathon, walkathon, family fun nights, and movie nights.
- Noted need for more volunteer support and involvement.



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### Executive Officer Introductions

- **Emily:** President; has a 3rd grader and a middle school student.
- **Jessica:** Vice President; has a 6th grader and a 3rd grader.
- **Jenny Weiss:** Vice President; has a 6th grader and a 4th grader.
- **Joy Finn:** Secretary; has a TK student and a second grader.
- **Jen Barsuglia:** Secretary; has a second grader and a TK student.
- **Kristi Botti:** Treasurer; has a 3rd and 6th grader.
- **Kevin Buchanan:** Treasurer; has a 3rd grader and a TK student.

### 2024/2025 Board Appointments

- Announcement of 22 board appointments for the new year.
  - Melissa Warren
  - Dominique Alexander
  - Jessica Helms
  - Kristy Botti
  - Jen Barsuglia
  - Alycia Krause
  - Christina Frakes
  - Emily Klein
  - Breanna Boco
  - Saadia Buck
  - Melissa Coleman
  - Janae Luther
  - Emmy Mizelle
  - Paul Davis
  - Kevin Buchanan
  - Jenny Weiss
  - Josh Eaton
  - Joanne Ngo
  - Ann Rhodes
  - Joy Finn
  - Julianna Erdman
  - Kilee Wilson
- **Motion:** To approve the board appointments for 2024/2025.
  - **Made by:** Jen Barsuglia
  - **Seconded by:** Kevin Buchanan and Joy Finn
  - **Result:** Unanimous approval



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### Treasurer's Report

- **Kristi Botti** reviewed the budget, highlighting changes and areas of expenditure.
- **Motion:** To approve the budget.
  - **Made by:** Kristy Botti
  - **Seconded by:** Jenny Weiss and Ann Rhodes
  - **Result:** Unanimous approval
- Kevin Buchanan noted upcoming tax filing and raffle registration requirements.

### Funding Requests

- **DJ Costs:**
  - **Walkathon DJ:** Approval requested for \$2,000.
    - **Motion:** Kristi Botti to approve \$2,000 for the DJ at the walkathon.
      - **Made by:** Ann Rhodes
      - **Seconded by:** Kevin Buchannan & Christina Frakes
      - **Result:** Approved
  - **Dance DJ:** \$2,000 requested, with a potential discount if booked closer to the event for \$700
    - **Concluded:** Wait for discounted amount.
- **Staff Funding Request:**
  - **Megan Byrum:** Request for \$200 for a mindfulness app.
  - Discussion on the appropriateness and equity of funding one teacher's request.
  - Decision: To gather more information and vote via email.

### Jenny Weiss Side Note

- **Jenny Weiss** emphasized the importance of keeping the children at the center of SPC's mission. She reminded everyone to consider whether funding requests and decisions are directly benefiting the children, aligning with the club's mission.

### Approving May 2024 Meeting Minutes

- **Jen Barsuglia** motioned to approve the May 2024 meeting minutes.
  - **Seconded by:** Emily Klein and Christina
  - **Result:** Approved
- Minutes will be available on the SPC website and will be emailed out prior to the next meeting for approval.



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### Event Calendar

#### Color Run – Anne Rhodes

- **Date:** September 27th
- **Volunteers Needed:** Assistance required for throwing color and prepping cornstarch powder on September 25th.
- **Event Schedule:** TK students at 1:30 PM, remainder of the school at 2:00 PM.
- **Volunteers:** Sign-up via SignUpGenius. Food and snacks will be provided.
- **Communication:** Announcements and updates will be shared through Constant Contact and social media.

### Fundraising

#### Readathon – Katie Wheeler

- **Start Date:** October 16th
- **Details:** The Readathon will run for two weeks, with students receiving brag tags. The focus is on reading goals rather than financial rewards.
  - Students will be recognized for meeting reading goals within their age range.
  - Top readers will receive certificates and pins, and if the school meets its reading goal (e.g., 20,000 words), a school-wide prize will be awarded.
  - **Collaboration:** Katie Wheeler and Jenny Weiss to collaborate on a media assembly.
  - Volunteers are needed to help with the Readathon.

#### SquareOne Art – Christina Frakes

- **Goal:** Raise approximately \$4,000.
- **Details:** Students create art which is then turned into various products (e.g., keychains, aprons) by SquareOne Art.
  - Art will be collected by the first week of October and available for purchase online.
  - **Start Date:** September 9th
  - Teachers will receive folders with art paper. Artwork must be fully colored.
  - Free stickers of students' artwork will be provided.
  - **Volunteers:** Assistance needed from parents to help with art collection and processing.

#### Safe Routes to School – Liz Crane

- **Overview:** Liz Crane discussed the Safe Routes to School program, which encourages students to walk or bike to school.
  - **Events:** Scheduled for October 9th, November 14th, and possibly in the spring.
  - Parents are encouraged to volunteer as parent champions at walk and roll spots.
  - The program aims to increase student attendance and promote health.



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### Calistoga Rd. Project – Liz Crane

- **Overview:** Liz Crane discussed the upcoming redesign and repaving of Calistoga Road. The project will involve a complete overhaul of the road, including new striping and better bike and pedestrian infrastructure.
  - **Budget:** \$8.5 million for a 1-mile stretch from Highway 12 to Montecito.
  - **Timeline:** Construction expected to begin in August 2025.
  - **City Council Involvement:** A meeting with City Council Member Diana McDonald, Director of Transportation and Public Works Dan Hennessy, and transportation planners will be held on September 13th from 8:15 AM to 9:15 AM at Sequoia.
  - **Goals:** Gather community input early in the design process to ensure pedestrian and bike-friendly features are included.
  - **Participation:** Liz encouraged at least 10 parents to attend and share their concerns.
  - **Zoom Option:** Liz will explore the possibility of recording the meeting on Zoom and including information in the school newsletter.

### Calistoga Rd. Project – Kevin Buchanan

- **Additional Comments:** Kevin Buchanan, who works for the city and is closely involved with the budget for these projects, offered additional insights and emphasized the importance of community feedback.
  - **Respect for Time:** Kevin noted that meetings are usually kept to an hour and encouraged attendees to leave if needed.

### Open Discussion

- **Parent Involvement:** Discussion on increasing parent engagement and support for ongoing and upcoming projects.
- **Volunteer Opportunities:** Encouragement for parents to sign up for various roles and assist with event planning and fundraising efforts.

### Gardens – Jessica Helms

- **Volunteer Coordination:** Jessica is compiling volunteers from each classroom and distributing garden binders to teachers to guide garden activities.
  - **Upcoming Tasks:** Ordering more soil and finalizing schedules for teachers.
  - **New Developments:** New labels for garden beds are being prepared due to new teachers and classes.
  - **Garden Club Updates:** Tara Csavas mentioned that the Garden Club is full but will keep a waitlist for interested individuals. The club plans to create a plant stand for seedlings and other activities for kids.
  - **Plant Stand:** The location is still being decided and will require approval from the district and administration. Suggestions and pictures for the plant stand are welcomed.



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**Teacher Room Parent – Jessica Helms**

- **Room Parent Recruitment:** Jessica discussed recruiting new volunteers and mentioned the need for room parents in various grades.
  - **Volunteer Recruitment:** QR codes and flyers have been sent out, and responses are being compiled.

**Website – Joy**

- **Website Updates:** Joy provided an update on the website, highlighting that while changes were made last year, there's always room for improvement.
  - **Feedback Request:** Joy encouraged attendees to review the website and provide suggestions.
  - **Content Contribution:** Joy requested that parents send photos and content related to school activities for the website.

**Open Forum**

- **Gianteer Program:** Jen Barsuglia introduced the Gianteer Program, which involves 4th through 6th graders participating in conflict resolution and peer support. The program started mid-year last year and is being expanded this year.
  - **Program Details:** Students receive clipboards and ID cards and distribute bracelets as part of the program.
  - **Program Goals:** Aims to foster a positive school environment and encourage peer support.

**Meeting Adjourned**

- **Next Meeting:** The next meeting will be held on the second Thursday of the month in the library, pending space constraints.
  - **Adjournment:** The meeting was adjourned without a formal motion due to running overtime.

# Monthly Attendance Sheet

MONTH/YEAR: Sept. 2024

NAME	Board Member (Y/N)	Phone Number	Email (if new to meetings)
Melissa Warren	Y	707-206-1640	
Dominique Alexander		805-705-8899	
Jessica Helms	Y	530-1001-0351	
Angela Aboud		(607) 227-5923	angelaaboud@yahoo.com
Kristy Bodt	Y	530-304-3453	
Jen Barsuglia	Y		
Alycia Krause	Y	707-287-7895	alyciakrause@gmail.com
Christina Frakes	Y	916-208-2700	ChristinaFrakes@gmail.com
Emily Klein	Y		
Breanna Bocai	Y	707-758-9550	breannarayne@gmail.com
Amy Parkinson	N	831-224-1544	amyparkinson@gmail.com
SAADIA BUCK	N	707-529-3795	SAADIA03@gmail.com
Adelissa Caleneyn	Y	213-793-6702	sunken coral@gmail.com
Janae Luther	Y	751-495-4445	janaemiller08@gmail.com
Maura Hayes	N		
Emmy Mizelle	N	650-815-5495	ehmizelle@gmail.com
Katie Wheeler	N	707-799-7777	Katiecwheeler@gmail.com
Leslie Kimmura	N	554-285-1047	lkimmura@gmail.com
Paul Davis	N	707-326-5884	paul413@aol.net
Liz Crane	N	650-888-4447	elizabeth.s.crane@gmail.com
Kevin Buchanan	Y	415-920-3999	buchanan.kevin@gmail.com

Jenny Weiss



## Meet with City of Santa Rosa officials on the future of Calistoga Road!

Greetings, Sequoia Parents! Do you use the crosswalks on Calistoga Rd.? Would you like to be able to bike and walk safely along Calistoga?

The City of Santa Rosa is planning a multimillion-dollar redesign & rebuild of the one-mile stretch of Calistoga Rd between HWY 12 and Montecito, with a planned start date of Aug. 2025.

Possible changes include separated bike lanes and improved crosswalks. Our kids could walk and bike safely to Sequoia, up the hill to the library, to middle school and to high school.

City Councilmember Dianna MacDonald (District 3) will be at Sequoia to meet with us on **Friday, Sept. 13, 2024**, at drop-off time **from 8:15 to 9:15 AM** to hear parent concerns about Calistoga Rd. She has invited the Director of Transportation & Public Works, as well as Transportation Planning staff to join us as well. It's a great chance for us—the neighborhood users of Calistoga Rd. —to advocate for the areas we feel are essential to address in the new design.

Please mark your calendars for **Friday, Sept. 13<sup>th</sup> at 8:15**. We will meet by the Sequoia sign in the big parking lot.

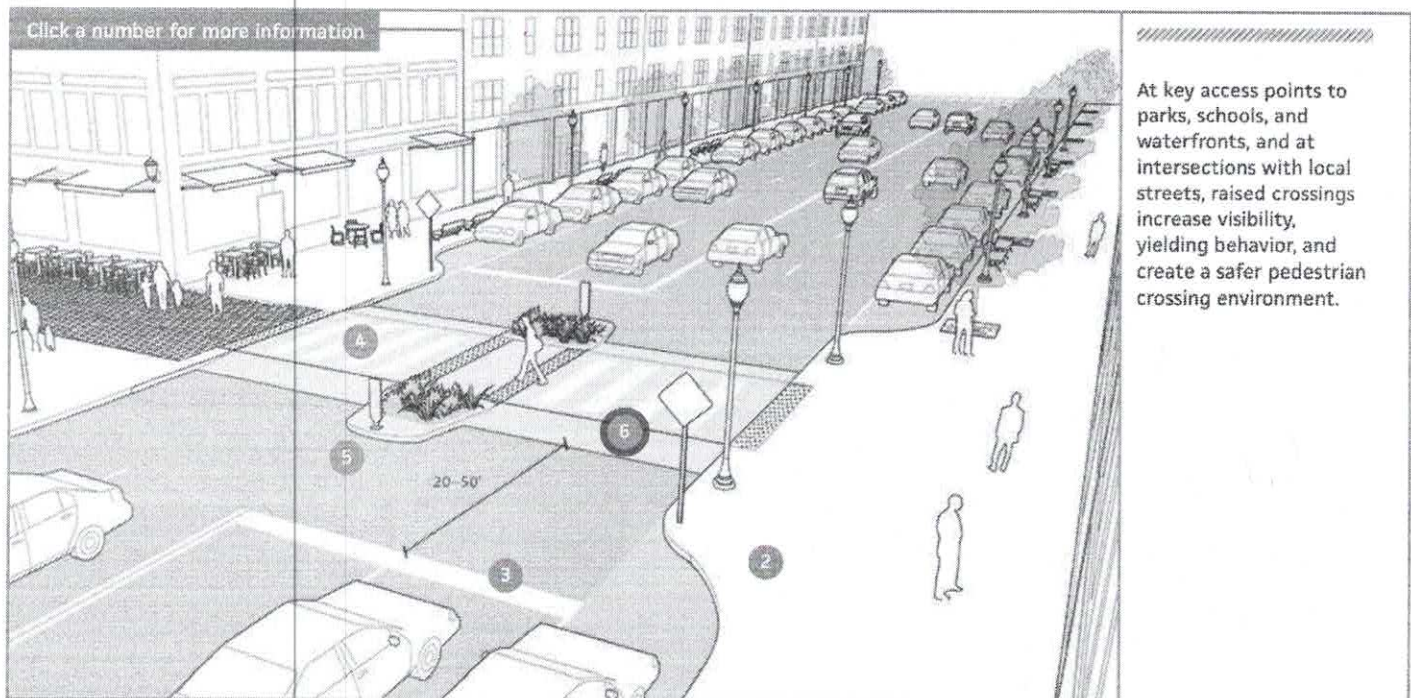


Image: NACTO.org, Midblock Crossings: <https://nacto.org/publication/urban-street-design-guide/intersection-design-elements/crosswalks-and-crossings/midblock-crosswalks/>

Please contact Liz Crane if you would like to share your thoughts and/or to be on the contact list for further updates: [elizabeth.s.crane@gmail.com](mailto:elizabeth.s.crane@gmail.com).