**Roll Call 6:39pm**

**Present Officers**

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

**Board Members Present**

* Melissa Warren
* Alycia Krause
* Emmy Mizelle
* Joanne Ngo
* Ann Rhodes
* Janae Luther
* Paul Davis
* Frances Kinsinger
* Christina Frakes
* Maura Hayes

Discussed the allocation of funds for various programs, including a new picnic table purchase and a mid-year budget report. She also announced changes in the executive positions for the 25-26 school year and proposed a mid-year fundraiser event. Additionally, she raised concerns about the limited budget for science supplies and suggested the idea of a science coordinator to oversee the curriculum and supplies across grades.

**Next Steps**

* Joy to send an updated flyer and link for the mid-year fundraiser to be included in the next newsletter.
* Joy to coordinate selling tickets for the mid-year fundraiser in front of the school before and after school hours.
* Laura to coordinate potential babysitting options for parents attending the mid-year fundraiser.
* Emily Klein to reach out to the group that volunteered to help with the school dance to set up the first planning meeting.
* Laura to seek a third parent volunteer to help with the Sequoia Drama Society.
* Mr. Jackson to clarify the science curriculum and supply needs for each grade level.
* SPC to consider establishing a science coordinator position for the next school year.
* Teachers to compile a list of science supply needs for the upcoming year.
* SPC to review the Mystery Science curriculum with Mr. Jackson and determine supply needs for the next school year.
* All board members to consider their positions for the 2025-2026 school year and inform Emily Klein of their intentions.
* All attendees to purchase tickets for the upcoming parents' community event.

**Summaries**

**Funding Allocations and Picnic Table Purchase**

* Approved $250 for a DoorDash gift card for a family experiencing a tragedy.
* Approved $193 for noise-canceling headphones for Ms. Foss's class.
* Discussed the purchase of five picnic tables ($6,241.70), scheduled for delivery the next day.
* Mr. Jackson expressed gratitude for the new tables, which are expected to improve snack time.
* Approved a funding request for the 5th-grade Colonial Day event.
	+ **Motion to approve:** Jen Barsuglia
	+ **Seconded by:** Anne Rhodes

**Meeting Time and District LCAP Goals**

* Emily discussed the change in meeting time to 6:30 PM - 7:30 PM, agreed upon in the previous meeting to allow more time for discussions and to avoid running late.
* Sequoia mentioned the meeting could be closed at any time if participants needed to leave.
* Emmy encountered issues with the Zoom link but managed to join the meeting.
* Mr Jackson shared the outcomes of a recent meeting focused on the District LCAP goals, including academic achievement, professional learning, and supportive systems.
* Approved the November 2024 meeting minutes.
	+ **Motion to approve:** Anne Rhodes
	+ **Seconded by:** Janae Luther
* Discussed the approval of funds for the Fine Arts program, which will be used for materials and hiring a professional artist.

**Garden Project Progress and Maintenance**

Tara discussed the progress of the garden project. They mentioned that a new bed had been installed on a previously leaky spot and that they had been approved for a garden habitat program. However, they were cautious about where to place the habitat due to potential construction in the area. They also discussed the possibility of hiring a maintenance service but were hesitant due to past experiences. Tara suggested looking into other options for maintenance. They also planned a work party on January 26th to build another bed and prune plants, inviting other schools and parents to participate.

**Plant Sales and Mid-Year Budget**

* Tara announced the dates for the plant sales, with the next one scheduled for April 13th. Sylvia added the dates to the records.
* Joy discussed the mid-year budget report, highlighting that they were halfway through their budget and were doing well in terms of revenue.
* Mentioned a funding request from 5th-grade teachers for a Colonial Day event, which they were considering.
* Discussed the need for members to upload receipts for their expenses.
* Approved a funding request for a Colonial Day event.

**Executive Positions and Future Plans**

Emily discussed the upcoming changes in the executive positions for the 25-26 school year. She mentioned that she, Jessica Helms, and Jenny Weiss are all at their 4-year term and would need to be voted back in. Emily Klein will not be putting her name on the ticket for Presidency in the 25-26 school year. She explained that the commitment for chair positions is for one year, and at the end of the year, she will send a form to board members to see if they want to continue. Also mentioned that Jen Barsuglia has put her name forward for the Presidency next year, and Christina Frakes might be

interested in the secretary position. Jessica Helms has expressed interest in a position, and Jenny Weiss will take a step back next year. Sequoia also mentioned that the person in charge of teacher appreciation this year is not looking to do it next year, and Sylvia Merrill has expressed interest in taking it on. Sequoia confirmed that there will be a follow-up email for those interested in any of the positions.

**Mid-Year Fundraiser Event Proposal**

* Joy provided an update on a mid-year fundraiser event, a community event with a raffle opportunity and a wine pool. The event, which will be held in the spring, will be open to parents and the community, with 50% of the proceeds going to the SPC and 10% of alcohol sales going to the SPC. Sequoia also suggested the possibility of offering babysitting services for the event.
* Discussed the need for volunteers to sell tickets and the potential for coordinating a sleepover for families with young children.
* Mentioned the possibility of sending a link to the event in the next newsletter.
* Joy announced that the school's wine donation is in full swing, with a box in the front office for collecting donations.

**Walkathon Updates**

* The Walkathon season, which includes the Walkathon event on April 25th, will also be discussed at the January 21st meeting.
* Jen encouraged committee heads to confirm their participation in the upcoming events.

**Dine and Donate**

* Alycia announced the next Dine and Donate event, scheduled for February 26th at Papa Murphy's, and the final event on May 1st at Toppings and Togos.

**School Dance and Drama Club Plans**

* Emily announced plans for the school dance, set for February 21st, with the theme "Under the Sea."
* She encouraged participation and mentioned that the event would involve setting up and tearing down, with a meeting to be held to discuss logistics.
* Sequoia also discussed the drama club, which will be focusing on a play this year, with auditions open to 3rd through 6th graders.
* Mentioned that she is looking for a third parent to help with the club.
* The drama club will be performing a play called "The Fairy Tale Network" in early February, with two performances planned.
* She encouraged interested families to apply for the club.

**Science Supplies and Coordinator Discussion**

* Sequoia raised concerns about the limited budget for science supplies, suggesting an increase in the budget to cover more substantial purchases.
* Proposed the idea of a science coordinator to oversee the curriculum and supplies across grades.
* Sylvia suggested a Sign-Up Genius or an Amazon wish list for supplies, and the possibility of a science coordinator for the following year.
* Tara agreed, suggesting that a science coordinator could oversee the coordination of supplies.
* Discussed upcoming assemblies, including a puppet show and a marionette performance.