



**SMS Parent Faculty Club Executive Meeting  
Minutes - May 11, 2021 5:00 PM  
Via Zoom**

**Attendees: Angelique Ball, Daralyn Christensen, Jen Kohl, Audrey Nagle, Teri Stevens, Maria ? Dani Aguirre, Jennifer Mitchell, Fernando Elias, Paty Bernardino**

- Call to Order: Angelique Ball @ 5:05 p.m.
- Approval of April Minutes: Angelique motioned to approve, Teri seconded.
- President's Report
  - 2021-2022 PFC Executive Board recruitment is underway. Teri and Hope will stay on as Co-Secretaries, leaving three positions open: President, Vice President and Treasurer. Audrey will continue in the Treasurer role if her son doesn't transfer schools in the fall. In the meantime, the Board will accept nominations for a new Treasurer and that person can work alongside Audrey as a Co-Treasurer for 2021-2022 year (if she stays), then move into the role in 2022-2023.
  - Nomination forms are available in the SMS office or on the PFC website. Board position job descriptions will be posted on the site. Nominations close May 31<sup>st</sup>. Teri and Hope will collect the forms prior to the June 1 General meeting at 6 p.m. where attendees will vote on the new Board.
  - Teacher Appreciation was last week. Our efforts were well received by SMS teachers and support staff. Kudos to Audrey who sponsored Noah's Bagels and coffee on Tuesday and to the PFC who provided Phat Wraps, chips, cookies and a drink between AM and PM Cohorts on Thursday.
  - The 8<sup>th</sup> Grade Promotion Committee is looking for interested parents to help plan the Aloha Party on Monday, June 14 from 4 pm to 5:30 pm, as well as the Promotion event on Wednesday, June 16. There is a small committee working on both events, which will be modified due to Covid. But they are happening! Which is exciting. Interested parents should email Angelique at [president@smspfc.org](mailto:president@smspfc.org) The PFC could use help with event set-up and will post a request when we have more details.

- Fundraising
  - The Hop Creek Dine and Donate took place on April 28 and seemed to generate a lot of traffic according to PFC meeting participants who attended. Figures for the amount of funds raised haven't been received yet.
  - A May 19 Dine and Donate at Forge will reflect the Hop Creek event. Specifically, participants won't need to present a flyer, they can simply mention the event and 20% of their purchase will be donated to SMS.
  - Farm Fresh to You, the fruit and veggie box subscription fundraiser will launch in the fall. It seemed beneficial to have a new fundraiser to look forward to at the beginning of the school year, then to launch a new program mid-year. Additionally, this will provide a full year of fundraising with this program, which pays out twice a year, January and June.
  - We continue to receive funds via Amazon Smiles donations throughout the year.
  - Daralyn would like to initiate an end of year promotion for the E-Script program to help generate Graduation/Father's Day purchases. The company provides graphic visuals to help with promotion. Jen requested an email of the visuals which she will modify in Canva and send out on behalf of the PFC.
  
- Principal's Report
  - In preparation for the upcoming River and Harvest middle school closures, a Middle School Task Force survey will be sent to River and Harvest parents asking them to choose Silverado or Redwood Middle School for the 2022-2023 school year.
  - Planning for teacher support in the fall is underway. SMS will offer in person Orientation to incoming 6<sup>th</sup> graders, as well as to rising 7<sup>th</sup> and 8<sup>th</sup> graders, as some, due to Covid, have never been to the school. Look for Save The Date communications to start going out for those events.
  - SMS will experience a decline in enrollment in the fall. The decline will result in attendance of approximately 700 students, a decrease of about 30. Additionally, the school will lose two teacher positions due to the decline in students.
  - Jen had a very lively Zoom meeting about the upcoming Promotion with the 8<sup>th</sup> graders. The students were very excited to see some of their classmates for the first time this year, albeit online. Their chats were funny and polite.
  - Virtual Open House will be May 18<sup>th</sup> at 6 p.m. The presentation will review the current year, as well as showcase a video from each of the three grades.

- Treasurer's Report
  - Current financial statements were reviewed. Our current balance is: \$43,508.10.
  - The -\$10,500 loss for the current fiscal year is to be expected due to lack of fundraising and the crazy year.
  - There will be a few more expenses from now until the end of the year, mostly due to the 8<sup>th</sup> Grade Promotion.
  - Some departments are accessing their budgeted funds, all are within budget. Recent requests include stage lighting for the Drama Department, bean bag chairs for the Library, and science lab supplies. Funds were also spent on the recent Teacher Appreciation luncheon.
  - Currently waiting to receive revenue from Amazon Smiles and the May Dine and Donate.
  - Other items: The 8<sup>th</sup> Grade Promotion budget is \$1,500, the PFC's insurance policy has been renewed and a check sent, and we are enrolled with a new accountant Blyth Warner and Associates, who will prepare PFC taxes at the end of the fiscal year.
  - The final PFC meeting in mid to late June will include new Board members. At that time, the group will finalize the current fiscal year budget, as well as determine a new one for the upcoming year.
  
- Miscellaneous
  - Angelique will be included on the May 18 Open House Zoom presentation to help promote the upcoming nominations.
  
- Adjournment: Meeting adjourned at 5:42 pm
  
- Next Meeting: General Meeting, June 1, 2021 @ 6:00PM