



Kaiser Woodland PFO

MEETING MINUTES BOARD

Wednesday, September 13, 2023

EXECUTIVE BOARD MEMBERS PRESENT:

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> KES: Stephanie Robson | <input checked="" type="checkbox"/> WES: Courtney Lucas | <input type="checkbox"/> Treasurer: Allison Sanden |
| <input type="checkbox"/> Secretary: Alex Creelman | <input checked="" type="checkbox"/> Parliamentarian: Tiffany Slater | <input checked="" type="checkbox"/> Auditor/Asst. Treasurer: Holly Soliday |
| <input checked="" type="checkbox"/> VP Membership: Alyssa Wuestefeld | <input checked="" type="checkbox"/> VP Communication: Rachel Cherry | <input type="checkbox"/> VP Enrichment: Hedy Wertenbroek |
| <input checked="" type="checkbox"/> VP Arts: Beth Cieminis | <input checked="" type="checkbox"/> VP School Fundraising: Vanessa Siemsen | <input checked="" type="checkbox"/> VP Comm. Fundraising: Marci Kimura |

ADVISORY:

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Woodland Interim Principal: Christine Anderson | <input checked="" type="checkbox"/> Kaiser Principal: Matt Broesamle | <input checked="" type="checkbox"/> Woodland Administrative Assistant: Jewel Zambrano |
|--|--|---|

MEMBERS PRESENT: Kenna Crouch, Ashley Paulite, Jennie Hancock, Kaci Johnston, Lori Bousman, Todd Bousman, Flor Sanchez, Natalia T. Montano, Elisabet Ibarra, Kellie Newcombe, Nicole Maggard, Ellen Jones, Heather Giordani, Kristy Chapman, Melissa Lillywhite, Lucy Hernandez, Alyssa Zalenski, Kara Wamplek, Francoise Gardner, Aishling Wendell, Lauren Deperine, Katie Santore, Lauren Ashamalla, Aimee Takumi, Julie Moore, Megan Vossler, Joseph Kristofl

Agenda Item	Discussion/Action
Call to Order	Meeting started at 9:05 am, in person quorum of the executive board
Minutes & Agenda	<p>Approval of the Minutes</p> <p style="text-align: right;">Alyssa motions to approve the August 2023 PFO meeting minutes. Marci seconds. Motion passes.</p>
Reports from Principals & Discussions	<p>Ms. Anderson</p> <ul style="list-style-type: none"> Introduces herself as the new interim principal until a new principal is hired. <p>Mr. Broesamle</p> <ul style="list-style-type: none"> Thank you to the pickle ball team - he had a lot of fun! The paperwork for the support teacher has been submitted, waiting on district approval. It will be approved. The cost will come in a little less since it won't be for a full year Flag deck was great! They are going to continue with weekly flag decks at Kaiser but the ones on the 1st and 3rd Fridays will be short, basically morning announcements together as a school community. Awards will be given during the 2nd and 4th Friday flag decks. Mr. B would like to talk with the parent in charge of the Let's Be Kind shirt campaign and brainstorming new ideas instead of the school handling all of the cash and change for the \$9 shirts.
Reports from Presidents	<p>Courtney & Stephanie</p> <ul style="list-style-type: none"> Thank you to all of our teams! Everyone has been working very hard behind the scenes. The PFO room has been cleaned out and organized. Please keep everything organized when returning items and label anything you want to keep for your own team events. Exec had a VP training where they went over all of their most used systems.



Kaiser Woodland PFO

MEETING MINUTES BOARD

Wednesday, September 13, 2023

	<ul style="list-style-type: none"> • Lots of volunteer opportunities coming up with the book fair, movie night, and picture day. Make sure you are a cleared volunteer! • Open roles: Carnival lead, yearbook positions, red ribbon week and assemblies • Woodland murals are almost done and look great!
<p>Treasurer Update</p>	<p>Treasurer – Allison Sanden & Holly Soliday (Holly presents)</p> <ul style="list-style-type: none"> • Motion to approve software budget line item for BrainPop and Reflex for Kaiser. Natalia seconds. All in favor. • Ms. Palmer asked how we can get BrainPop back for Woodland too. PFO was waiting for the amount from the Woodland office. During the meeting Mr. B was able to give us the amount. • Motion to approve budget line item for BrainPop for Woodland. Courtney seconds. All in favor. • Art masters has been removed from the budget because the district is paying for it. • Current budget shows income only through 8/31 • Pickleball team did great and is currently showing net income around \$2,600.
<p>VP Reports & Discussions</p>	<p>COMMUNICATIONS – Rachel Cherry (6)</p> <ul style="list-style-type: none"> • Yearbook presale starts soon! End date will be 10/31. Still need yearbook team volunteers for both schools. • Alyssa mentions how membership yearbooks will go to the oldest student listed on their order. • Please make sure all Knightline copy/tiles get to Kim by EOD Tuesday. • Volunteers needed for Woodland picture day. Slots were filled at the meeting. • D&I team has been working on ways to be more inclusive for current events we throw such as recess art, trunk or treat and movie night. The team will be looking into cultural performances at assemblies and flag decks and presenting diverse celebrations and teaching resources to teachers. <p>MEMBERSHIP – Alyssa Wuestefeld (2)</p> <ul style="list-style-type: none"> • Membership has been off to a great start! • Memberships have slowed down in the last few days and we are still short of both our financial and percentage goals. Please encourage people to sign up and/or sponsor students. • Asked principals to please be sure to forward the emails being sent and for teachers to help communicate to families, including how many memberships left to get to 100%. • Question on whether people can still sponsor even if their class is at 100%. Yes! The more sponsorships the better. • Jewel mentioned someone was having an issue using their card. Cash and checks are also accepted. • Thank you to the membership team for all their hard work! • We will celebrate with a popsicle party in October. <p>COMMUNITY FUNDRAISING – Marci Kimura (1)</p> <ul style="list-style-type: none"> • Pickleball was a huge success. Thank you to the entire team and team lead, Nicole! • Movie night is going to be on September 22nd. We are looking for help at the snack bar and on the clean up crew. Links to volunteer are on Knightline and social media. • Looking for parent support to keep students out of rooms during movie night. • Dine and Dance will be on Saturday, November 4th, at the Santa Ana Country Club. • Sponsorships will be available soon. Top tier gets the banners on 21st street. • Looking for donations and/or suggestions for the silent auction.



Kaiser Woodland PFO

MEETING MINUTES BOARD

Wednesday, September 13, 2023

	<p>ENRICHMENT – Hedy Wertenbroek (Stephanie presents 3)</p> <ul style="list-style-type: none"> ● Fall enrichment is coming soon! The team has been working hard. Classes open on October 2nd and enrollment opens on September 16th at 10 am. ● There will be two different links for each school. ● PFO suggests signing up fast! Some classes sell out quickly. ● Book fair is coming September 25 - September 29 and will be open after school each day. ● Looking for volunteers at both schools. Links are in Knightline. ● eWallets can be used and there will be teacher wish lists available to view at the fair. ● Trunk or treat is on Tuesday, October 24th, from 5 - 7. Free to attend! ● Costume drive will take place on 10/18 and costumes to be donated by 10/15. ● Candy donation bins will be outside of the schools. They are looking for a range of candy including nut-free candy and also non-candy items. ● We are still looking for someone to help with Red Ribbon Week at Kaiser! <p>SCHOOL FUNDRAISING – Vanessa Siemsen (4)</p> <ul style="list-style-type: none"> ● Megan Parole and the spirit wear team have done an amazing job getting orders out. ● Skate night will begin on October 2. ● Skate night flyers will now have a QR code to pay in advance. There will still be a check in line once inside. Students must arrive with an adult. ● We are looking for one more volunteer for skate nights. ● Flag deck coffee to begin at the end of October. ● Read-a-thon team is having their first meeting tonight. ● Sara Bert is leading this year and is already starting to plan! ● Thinking about new ideas for prizes and doing school wide competitions instead. Will use drawing tickets for a certain amount of minutes read. ● Will still have themed days for participation. ● We Love STEM update: Crack Shack dine-out is tonight and they are still looking to recruit more volunteers to join the board. They are also working to hire a STEM teacher for the current year. <p>ARTS – Beth Cieminis (5)</p> <ul style="list-style-type: none"> ● Art Masters is now being paid for by the district. ● Valerie Haas is our liaison and she is helping make sure the offices have the supplies they need. ● The first recess art will be on September 29th and the supplies are all organized thanks to Sarah Hansen. Volunteer spots were filled fast. ● Kaiser play team is meeting this Friday. Scripts will be provided by Arts & Learning Conservatory. ● Early prep is occurring such as flyer updates, rooms secured and more ● Tamara O’Nan is our PFO music liaison and has contacted the music teachers to inform them of their budget for the year. ● Ms. Anderson mentioned how our new music teacher at Woodland does great musicals. Beth just received an email from him and they will be in touch to discuss ideas.
Other Business	<ul style="list-style-type: none"> ● None
Adjournment	Meeting adjourned at 9:52 am