

# KAISER WOODLAND PFO

## MEETING MINUTES

WEDNESDAY, FEBRUARY 12, 2020



### EXECUTIVE BOARD MEMBERS PRESENT:

- |   |  |  |
|---|--|--|
| <input checked="" type="checkbox"/> KES – Michelle Murphy             | <input checked="" type="checkbox"/> WES - President: Hedy Wertenbroek      | <input checked="" type="checkbox"/> Treasurer: Angelina Achak            |
| <input checked="" type="checkbox"/> Secretary: Tara Jimenez           | <input type="checkbox"/> Parliamentarian: Erin Bell                        | <input type="checkbox"/> Auditor: Mona Agzoar                            |
| <input type="checkbox"/> VP Membership (W): Ashley Fella              | <input type="checkbox"/> VP Membership (K): Branden Fella                  | <input checked="" type="checkbox"/> VP Communication: Adrienne Ainbinder |
| <input checked="" type="checkbox"/> VP Enrichment: Tiffany Slater     | <input checked="" type="checkbox"/> VP School Fundraisers: Kellie Newcombe | <input checked="" type="checkbox"/> VP Arts: Wendy Home                  |
| <input type="checkbox"/> VP Community Fundraisers: Elizabeth McNerney |  |  |
| <input type="checkbox"/> Woodland Principal: Tiffany Lewis            |  |  |
| <input checked="" type="checkbox"/> Kaiser Principal: Deborah Granger |  |  |

**MEMBERS PRESENT:** Katie Gubranson, Carmen Wick, Cyndie Kam-Ambat, Chelsie Stringham, Stephanie Robson

Agenda Item	Discussion/Action
Call to Order	Meeting started at 7:05 pm
Attendees Sign-In	Blue sheet passed around
Welcome	Welcome everyone!
Minutes & Agenda	<p>Approval of the Minutes – Virtual Quorum to approve minutes was met.</p> <p style="text-align: right;"><b>Kellie motions to approve the January PFO Meeting Minutes. Wendy seconds. Motion passes.</b></p>
Reports from Principals	<p><b>Dr. Granger – Kaiser:</b></p> <ul style="list-style-type: none"> <li>• Happy 100<sup>th</sup> Day of School!</li> <li>• Update: Huntington Beach City school district is changing to a basic aid district and are not allowing Costa Mesa residents to transfer in any more</li> <li>• Kaiser has many parent choice transfers from other areas in Costa Mesa; we are expecting more parent choice transfers to Kaiser and Woodland for 20/21; Kaiser is scheduled to go from 7 to 6 third grade classes next school year as it stands now; decisions about parent choice transfers are made at the district level; our district dropped by 400 students recently</li> <li>• The district has been talking about “welcoming spaces”; what ideas do Kaiser visitors have to make their space more welcoming; Discussion: front office is the gateway to the school and the first impression any person encounters when entering; Discussion: the bars at the entry gate are there for safety, but some signage would make it feel more warm; Discussion: communication for monthly Flag Decks or other possible events where parents might be welcome on campus to be communicated; Discussion: More pictures for Knightline so the parents can feel like they have some more visibility into what’s happening on campus</li> <li>• We Love STEM assemblies have been happening, concerts start in March</li> <li>• Carnival Teacher wall is going to run up against the later date for the carnival so the teachers can know as soon as possible what they are doing with whom from the items that are bid on at Carnival</li> <li>• A friend of the Nicolaissens is donating his services to complete the tile wall but there is one last form to be turned into the district for approval</li> <li>• 4<sup>th</sup> grade did their “Walk Through California” and it’s still going on tomorrow</li> <li>• 3<sup>rd</sup> grade did their “Walk through Orange County”</li> </ul>

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	<ul style="list-style-type: none"> <li>• Science Camp is coming up very soon</li> <li>• ELAC coming up in March</li> <li>• Author coming</li> </ul> <p><b>Ms. Lewis – Woodland:</b></p> <ul style="list-style-type: none"> <li>• Art Masters is turning out beautiful work</li> <li>• Students were able to choose a classroom based on the book that teacher was going to read for World Read Aloud Day; students and teachers had a lot of fun</li> <li>• Newport Mesa Schools Foundation Grant Dinner honored 5 teachers: Ms. Sander, Mrs Gaylord, Mrs. Roberts, Mrs Roberts, Mrs. Scott &amp; Mrs. Vincent!</li> <li>• BINGO Night was a blast</li> <li>• 1<sup>st</sup> &amp; 2<sup>nd</sup> grade planning days were very productive</li> <li>• TK &amp; Kindergarten went on their field trip to Centennial Farm &amp; 2<sup>nd</sup> grade went ENC and had Science on the GO! at school</li> <li>• Playworks was very well received, both teachers and students loved it</li> <li>• The Kindergarten classes and teachers were treated to a preview of the Kaiser Play, Willy Wonka Jr.</li> <li>• Social &amp; Emotional Learning (SEL) Parent presentation was well attended and received, a lot are joining the book club!</li> <li>• Dr. Phil D’Agostino, Director of Student Services would like to attend our March PFO meeting to discuss diversity and inclusion. The Board meeting would not be the best platform but PFO board members can attend a presentation at a different time</li> <li>• Would like to request money for Second Step Kits, about \$4,291</li> <li>• Would like to use \$2,159 for PBIS signage from the Site Improvement Fund; sign will be in every classroom, around campus and the MPR</li> <li>• Would like to request \$950 for the Read to me program to buy the books monthly for each classroom</li> </ul>
<p><b>Reports from Presidents</b></p>	<p><b>Kaiser President – Michelle Murphy, Woodland President – Hedy Wertenbroek</b></p> <ul style="list-style-type: none"> <li>• Delivered Principal update for Woodland</li> <li>• Discussion: Funding Be Kind t-shirts picked up from last meeting</li> </ul> <p style="text-align: right;"><b>Hedy motions to take \$6,615 from surplus to fund the Be Kind T-shirts. Kellie seconds. Motion passes.</b></p>
<p><b>Treasurer Update</b></p>	<p><b>Treasurer – Angelina</b></p> <ul style="list-style-type: none"> <li>• Updated budget was sent over, but just wrote a ton of checks so that will be adjusted soon</li> <li>• Checking on how play tickets will be sold; Carmen says online only; most likely the money will come in through Square</li> <li>• Sweetheart Dance did amazing</li> <li>• 1099s went out when they were supposed to</li> <li>• What big things are coming up to anticipate check request for? Play, Read-a-thon</li> </ul>
<p><b>Auditor/ Secretary Updates</b></p>	<p><b>Auditor – Mona Abiaoui</b></p> <ul style="list-style-type: none"> <li>• No update</li> </ul> <p><b>Secretary – Tara Jimenez</b></p> <ul style="list-style-type: none"> <li>• No Update</li> </ul>

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VP Reports	<p><b>Membership – Ashley Fella/Branden Fella</b></p> <ol style="list-style-type: none"><li><b>MSA Migration to new platform, Membership Tool Kit – Melanie Graham &amp; Beth Mondillo</b><ul style="list-style-type: none"><li>We need to find another platform quickly because it's very glitchy and not working for what we need it for</li></ul></li><li><b>Court Party – Tara Jimenez &amp; Lauren Conrady</b><ul style="list-style-type: none"><li>Thank you Court Party Chairs! Great turn out, really good food! (Salsitas Tacos)</li><li>Over 100 RSVPs; time of year helped bring in more people (no sports conflicts); Event came in under budget \$150 because of reduced rental costs (no heaters, chaffing dishes, plates, utensils, napkins)</li></ul></li></ol> <p><b>Community Fundraising – Elizabeth McNerney</b></p> <ol style="list-style-type: none"><li><b>Restaurant Fundraising – Adrienne Ainbinder</b><ul style="list-style-type: none"><li>Hola Adios Coffeeshop - March 11<sup>th</sup></li><li>Café Rio - March 19<sup>th</sup></li><li>Tide Pools - March 27<sup>th</sup></li><li>Chuck E. Cheese - April 16<sup>th</sup>, Chuck E. will come to school to hand out stickers at drop-off</li><li>Fresh Brothers - April 20<sup>th</sup></li><li>Chipotle - April 25<sup>th</sup>, will give 33% back</li></ul></li><li><b>Carnival – Lacey Newman, Julie Haley, Beth Mondillo</b><ul style="list-style-type: none"><li>Sweetheart Dance will donate gift cards for Carnival prizes since they couldn't give them away as prizes (no winners)</li></ul></li></ol> <p><b>School Fundraising – Kellie Newcombe</b></p> <ol style="list-style-type: none"><li><b>Sweetheart Dance – Stephanie Robson</b><ul style="list-style-type: none"><li>Thank you Stephanie &amp; Megan Miller!</li><li>Asking if Booster-thon could DJ, but the DJ we had was awesome (Marcus McBride) and totally worth the cost</li><li>The event came out net positive \$1,300 and they only targeted \$250</li></ul></li><li><b>Spirit-Wear – Rachel Houle, Anka Duley, Nguyet Thomas</b><ul style="list-style-type: none"><li>Suggestion to set up at conference week and Open House</li></ul></li><li><b>Skate Night – Tiffany Slater</b><ul style="list-style-type: none"><li>March 2<sup>nd</sup>, pajama theme</li></ul></li><li><b>Jog-a-thon</b><ul style="list-style-type: none"><li>Access to online fundraising site for more than just that event</li><li>Waiting to sign contract</li></ul></li><li><b>Read-a-Thon – Alison Kotin &amp; Kenna Crouch</b><ul style="list-style-type: none"><li>March 2-13</li><li>No small prizes; all classroom incentive prizes on a schedule so the prize days are not staggered and it's easier for teachers to keep track of; big prizes like a skateboard</li><li>We'll be using Boosterthon as the donation platform</li><li>Possible that we'll use Reading is My Jam theme again</li></ul></li></ol> <p><b>Enrichment – Tiffany Slater</b></p> <ol style="list-style-type: none"><li><b>Woodland Healthy Choices Week – Sarah Middleton</b><ul style="list-style-type: none"><li>Well attended and well enjoyed</li></ul></li><li><b>After School Enrichment Classes – Hedy Wertenbroek &amp; Liz Teach</b></li></ol>
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	<ul style="list-style-type: none"> <li>• Winter session flyers are going home, 50 kids enrolled with no flyer out yet; enrollment extended another week</li> </ul> <ol style="list-style-type: none"> <li>3. <b>Bike Rodeo</b> <ul style="list-style-type: none"> <li>• Still waiting on a response from Mark Cernicky; police are already on board for Bike to School day on May 6<sup>th</sup> for Kaiser</li> <li>• No bike helmet fitting this year</li> <li>• Bike shop wants to do the tune-ups again</li> </ul> </li> <li>4. <b>Kaiser Book Fair - Jeni Sorensen &amp; Katherine Munzell</b> <ul style="list-style-type: none"> <li>• No update</li> </ul> </li> </ol> <p><b>Communications – Adrienne Ainbinder</b></p> <ol style="list-style-type: none"> <li>1. <b>Social Media – FB, website, Instagram, Knightline – Brian Clarke, Tami, &amp; Cyndie Kam-Ambat</b> <ul style="list-style-type: none"> <li>• Website</li> <li>• PR more Kaiser content</li> <li>• Need photos from Valentine’s at the Disco</li> </ul> </li> <li>2. <b>Yearbook – Carmen Wick &amp; Cyndie Kam-Ambat</b> <ul style="list-style-type: none"> <li>• Delay on yearbook cover contest, but they have chosen a winner</li> <li>• All entries will be put in the back of the yearbook</li> <li>• Woodland doesn’t have a contest, they will be doing a drawing themselves</li> <li>• TreeRing needs two separate checks, one from Kaiser and one from Woodland so parents can start to design their two custom pages soon; you can upload pictures at any time though</li> <li>• Last day to do extra pages will be April 17<sup>th</sup></li> <li>• Last day to buy standard yearbook for on-campus delivery by the end of the year is May 20<sup>th</sup></li> <li>• LoveLines due February 28<sup>th</sup></li> <li>• Still need several 6<sup>th</sup> grade baby pictures, mainly from Mrs. Wolf and Mrs. Dickenson’s classes</li> </ul> </li> <li>3. <b>School Pictures scheduled for spring</b></li> <li>4. <b>Teacher Appreciation week – Patti Hewitt</b> <ul style="list-style-type: none"> <li>• May 4<sup>th</sup>, and starting earlier so parents have more notice</li> </ul> </li> </ol> <p><b>Arts – Wendy Horne</b></p> <ol style="list-style-type: none"> <li>1. <b>Kaiser Play – Carmen Wick</b> <ul style="list-style-type: none"> <li>• Tickets are almost sold out, but keep buying them</li> <li>• 44 6<sup>th</sup> graders are in the play!</li> <li>• Extra candy can be taken from the PFO room (leftover from Movie night)</li> </ul> </li> <li>2. <b>Art Masters – Matt Cabrera</b> <ul style="list-style-type: none"> <li>• Woodland 4/4</li> </ul> </li> <li>3. <b>Recess Art – Julie Haley</b> <ul style="list-style-type: none"> <li>• Woodland Recess Art Tomorrow!</li> </ul> </li> </ol> <p><b>Parliamentarian – Erin Bell</b></p> <ul style="list-style-type: none"> <li>• No update</li> </ul>
Other Business	<ol style="list-style-type: none"> <li>1. <b>Next PFO Meeting: MONDAY, March 16, 2020, 7:00 – 8:30pm in the Kaiser PFO Room</b></li> </ol>

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Adjournment	Meeting adjourned at 8:32 pm.
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