



# Kaiser Woodland PFO

# MEETING MINUTES EXECUTIVE BOARD

Wednesday, October 14, 2020

## EXECUTIVE BOARD MEMBERS PRESENT:

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> KES– Michelle Murphy                          | <input checked="" type="checkbox"/> WES – Sarah Middleton                  | <input checked="" type="checkbox"/> Treasurer: Angelina Achak     |
| <input checked="" type="checkbox"/> Secretary: Hedy Wertenbroek                   | <input checked="" type="checkbox"/> Parliamentarian: Erin Bell             | <input type="checkbox"/> Auditor: Mona Agzour                     |
| <input type="checkbox"/> VP Membership: Stephanie Robson                          | <input checked="" type="checkbox"/> VP Communication: Adrienne Ainbinder   | <input checked="" type="checkbox"/> VP Enrichment: Tiffany Slater |
| <input checked="" type="checkbox"/> VP Arts: Wendy Horne                          | <input checked="" type="checkbox"/> VP School Fundraisers: Kellie Newcombe | <input checked="" type="checkbox"/> VP Technology: Tami McBride   |
| <input checked="" type="checkbox"/> VP Community Fundraisers: Elizabeth McNeerney |  |   |

## ADVISORY:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Woodland Principal: Amy Nagy | <input checked="" type="checkbox"/> Kaiser Principal: Deborah Granger |
|--|---|

**MEMBERS PRESENT:** Andrea Heslington, Alyssa Wuestefeld, Cryssa Anderson, Alex Williamson

Agenda Item	Discussion/Action
Call to Order	Meeting started at 7:01 pm, virtual quorum of the executive board
Minutes & Agenda	<p><b>Approval of the Minutes</b></p> <p>Hedy motions to approve the September PFO Meeting Minutes. Sarah seconds. Motion passes.</p>
Reports from Principals & Discussions	<p><b>Dr. Nagy</b></p> <ul style="list-style-type: none"> <li>Working on the California Great Shake out.</li> <li>Working on 1 on 1 assessments for reading scores. Also discussing report cards and conferences and what they will look like.</li> </ul> <p><b>Dr. Granger</b></p> <ul style="list-style-type: none"> <li>Have hired someone for Mr. Krampus's position.</li> <li>Drop and pick up going smoothly</li> <li>Bully prevention poster contest is happening now until October 26<sup>th</sup>.</li> <li>Joyce the crossing guard passed away, her Mass info went out. Both schools doing a cat supply drive in her honor.</li> <li>Candidate Forum was amazing.</li> </ul>
Reports from Presidents	<p><b>Kaiser President (Acting Woodland President) – Michelle Murphy</b></p> <ul style="list-style-type: none"> <li>NMUSD Forum Recap that was on October 12<sup>th</sup> – was a great help to the community</li> <li>Still Recruiting for Board Members- Still in need very important</li> </ul>
Treasurer Update	<p><b>Treasurer – Angelina</b></p> <ul style="list-style-type: none"> <li>Updated Budget sent out 10.13.2020</li> <li>Discussion of art master's funds total needed with Principals</li> </ul> <p><b>ACTION ITEM:</b> Approve the amended 20-21 Budget – including the \$4, 475 for Woodland Expenses</p> <p style="text-align: right;"><b>Michelle moves to approve the 20-21 Budget. Erin Seconds.</b></p>



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Motion passes.

### VP Reports & Discussions

#### SCHOOL FUNDRAISING – Kellie Newcomb

- Coin Up application in process
- Spirit Wear update

#### COMMUNITY FUNDRAISING – Elizabeth McNerney

- Working on Restaurant Fundraiser and New Options

#### COMMUNICATIONS – Adrienne Ainbinder

- Knightline continues every other week with “special focus” issues in between (i.e. membership, NMUSD forum)
- Yearbook is happening! We are collecting photos/memories regarding Joyce the crossing guard to include a dedication/memorial page for her.
- Our PFO website has a calendar
- We now have a segmented email list which will allow us to send emails fully in Spanish to our Spanish-speaking households!
- Communications efforts now are focused on:
  - a. Wrapping up Membership Drive
  - b. Spirit Wear
  - c. NMUSD Forum follow-up
  - d. Working with D& I reps
  - e. Red Ribbon Week
- Principals questions:
  - a. Teachers and Spirit Wear
  - b. School demographics
  - c. Teacher support
  - d. Halloween plans discussion
- PFO Chairs:
  - a. Help needed: Spanish translation, yearbook editing and LoveLines
  - b. Items for Knightline open requests

#### ENRICHMENT – Tiffany Slater

- Red Ribbon Week: October 26 – 30
- Diversity & Inclusion: Council now active; initial meeting on 10/20 at 8pm
- Andrea discussing goals for Diversity and Inclusion group
- Book Fair update – from Cryssa Anderson

#### MEMBERSHIP – Stephanie Robson

- Membership has been an overall success; we’re at ~46%



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	<p>participation – video coming soon with principals and balloons</p> <ul style="list-style-type: none"><li>• Total raised is \$28,577. Net is \$21,294.</li><li>• House of Yogurt coupons distributed. Items next on follow-up: Spirit Wear, yearbooks and LoveLines</li><li>• Membership campaign will end next week</li><li>• Business Sponsorship needs help<ol style="list-style-type: none"><li>a. 2 Sponsorships in (and one gift card for Dine &amp; Dance)</li><li>b. Stephanie looking for a partner to push business sponsorship</li></ol></li></ul> <p><b>ARTS – Wendy Horne</b></p> <ul style="list-style-type: none"><li>• Virtual Art Masters projects coming up</li><li>• Grab &amp;Go Kits: Idea #1 is DIY Mask Lanyards</li></ul> <p><b>TECHNOLOGY – Tami McBride</b></p> <ul style="list-style-type: none"><li>• Virtual Room Parents discussion</li></ul>
<b>Other Business</b>	<b>Next PFO Meeting: November 12 – Virtual</b>
<b>Adjournment</b>	<b>Meeting adjourned at 8:02 pm.</b>