



# Kaiser Woodland PFO

# MEETING MINUTES BOARD

Wednesday, Sept. 7, 2022

## EXECUTIVE BOARD MEMBERS PRESENT:

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> KES: Michelle Murphy            | <input checked="" type="checkbox"/> WES: Alyssa Wuestefeld                | <input type="checkbox"/> Treasurer: Angelina Achak                     |
| <input checked="" type="checkbox"/> Secretary: Tiffany Slater       | <input type="checkbox"/> Parliamentarian: Kellie Newcombe                 | <input checked="" type="checkbox"/> Auditor: Allison Sanden            |
| <input checked="" type="checkbox"/> VP Membership: Stephanie Robson | <input checked="" type="checkbox"/> VP Communication: Rachel Cherry       | <input checked="" type="checkbox"/> VP Enrichment: Alex Creelman       |
| <input checked="" type="checkbox"/> VP Arts: Dawn Nicolaisen        | <input checked="" type="checkbox"/> VP School Fundraisers: Courtney Lucas | <input checked="" type="checkbox"/> VP Comm. Fundraising: Marci Kimura |

## ADVISORY:

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

**MEMBERS PRESENT:** Sara Bert, Emily Cohen, Kenna Crouch, Beth Geminis, Sarah Hansen, Ellen Jones, Kerri Knight-Teasne, Faith Massey, Heather Magonigal, Natalia Montano, Shannon Natker, Jen Nelson, Ashley Paulite, Michelle Rycroft, Megen Sampson, Marni Schauble, Vanessa Siemsen, Holly Soliday, Jeni Sorensen, Amy Takumi

Agenda Item	Discussion/Action
Call to Order	Meeting started at 9:02 am, virtual quorum of the executive board
Minutes & Agenda	<p><b>Approval of the Minutes</b></p> <p style="text-align: right;">Tiffany motions to approve the August 2022 PFO meeting minutes. Courtney seconds. Motion passes.</p>
Reports from Principals & Discussions	<p><b>Dr. Nagy</b></p> <ul style="list-style-type: none"> <li>• \$81,000 – upgrade to flooring and paint in MPR. Continuing to purchase playground equip and tech.</li> <li>• Reducing the amount of stuff in the rooms is still being worked on to achieve compliance</li> <li>• 3 times a year we give a reading assessment. All students to be reading by grade 3 so it is a major focus at Woodland</li> <li>• Melissa Guerin is the Reading Support teacher for Woodland</li> <li>• Looking forward to Recess Art</li> </ul> <p><b>Teri Lyn Schad</b></p> <ul style="list-style-type: none"> <li>• Happy to be back at both sites. Start the week at Woodland and end at Kaiser</li> <li>• Starting Rotations for positive behavior where different teachers speak about safety</li> <li>• Handling volunteers at Woodland – starts with district, and then there is a power point and an excel doc.</li> </ul> <p><b>Dr. Granger</b></p> <ul style="list-style-type: none"> <li>• Great start to the school year!</li> <li>• Thank you to PFO for teacher welcome back breakfast and gift cards</li> <li>• We need a 19.5 hour intervention teacher – continuing the search. Haven't found the right candidate.</li> <li>• Back to School night was a full house</li> <li>• Music Teacher Mrs. Hanson is about to start orchestra which will include guitar and choir – after school commitment is 2 days a week</li> <li>• Pilot of aspiring teachers with Vanguard – coming back again in October. 2 days a week after school.</li> <li>• Hoping to start up the Ranch program again for 5<sup>th</sup> graders</li> </ul>



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	<ul style="list-style-type: none"> <li>• Fire Code – Classrooms are very pared down and inspection is coming.</li> <li>• Safety Issues are being looked at esp. intruder prevention</li> <li>• Hot Weather Plans are in place due to heat. PE is still outside but shade and hydration is a focus with spray bottles being used.</li> <li>• Lunch time volunteers are always welcome and appreciated</li> <li>• Michelle Murphy is the hero to save the play!</li> <li>• School is being painted and carpet is happening next year</li> <li>• Coffee with the Principle is next week</li> </ul>
<p><b>Reports from Presidents</b></p>	<p><b>President Reports</b></p> <p><b>Alyssa</b></p> <ul style="list-style-type: none"> <li>• Google doc is really updated with all procedures. Check with VPs for docs and make sure you have access.</li> <li>• Website updates – check out new event tab and make sure it is updated. Melissa Robinson can help make changes and updates.</li> <li>• Open Roles – Roster is looking good! Yearbook team is good need a coordinator. Court Party, Jog-a-thon lead and Graphic Designer are still needed.</li> <li>• Teacher reps – Are official part of the PFO this year – Mrs. Seigel for Woodland and Mrs. Dangl for Kaiser</li> <li>• PFO Room is full of goodies, banners, prizes, décor. Please check it out before making any purchases of new stuff.</li> <li>• Thank you to all the teams – spirit wear &amp; membership, movie night. Everyone is appreciated</li> <li>• Surplus Funds are still being reviewed and looked at by the principals</li> </ul> <p><b>Michelle</b></p> <ul style="list-style-type: none"> <li>•</li> </ul>
<p><b>Treasurer Update</b></p>	<p><b>Treasurer – Angelina &amp; Allison Sanden</b></p> <ul style="list-style-type: none"> <li>• Forms for check request are uploaded to google drive</li> <li>• Check Request is the Friday</li> <li>• VPS – DO NOT use Angelina’s personal email – use the one in the doc. on the drive</li> <li>• Get petty cash if you need it!</li> </ul>
<p><b>VP Reports &amp; Discussions</b></p>	<p><b>COMMUNICATIONS – Rachel Cherry</b></p> <ul style="list-style-type: none"> <li>• Rooster Café hosted back to school breakfast – staff loved it!</li> <li>• Holly is on top of Knightline</li> <li>• Yearbook planning has started – preorders are underway and will be announced on Knightline</li> <li>• Yearbook coordinate is still needed – liaison with Tree Ring</li> <li>• Room Parent Coordinator is Holly – need one per class</li> <li>• Picture Day is Sept. 22<sup>nd</sup> – need volunteers</li> <li>• Need Graphic Designer</li> </ul> <p><b>MEMBERSHIP – Stephanie Robson</b></p> <ul style="list-style-type: none"> <li>• Membership drive is going great! Thank you to the teams.</li> <li>• Encourage all families to join</li> </ul>



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- Woodland has at least 50% in every class so they get a pajama day
- Ice Cream party dates are the first 2 Fridays in Oct.
- Almost 50 people have joined the volunteer team. Send volunteer coordinators all the info. They will then send out to all the members and PFO to sign up and help
- End of Sept. is official end of membership drive

### COMMUNITY FUNDRAISING – Marci Kimura

- Make sure to set up Ralph's rewards
- Dine and Dance is Nov. 5<sup>th</sup> at Santa Ana Country Club – Save the Date!
- Last Friday of every month will be Frozen Friday @ House of Yogurt
- Hola Adios, Rooster Café, Mountain Mikes to come
- Movie Night is the 16<sup>th</sup> & volunteers are needed for concessions.
- Pickle Ball Tournament is this Saturday. Hoping for no rain! We are under budget because of court sponsors.

### ENRICHMENT – Alex Creelman

- Book Fairs is week of Sept. 26<sup>th</sup> – Volunteers are needed!
- After School Enrichment – we have positions filled!
- Trunk or Treat will be Tues Oct. 25<sup>th</sup> – Alex moves to increase budget by \$500 to add lighting and cones to block off and make it safe. Marci seconds and motion is approved.
- Assemblies, Walk to School and Red Ribbon Week will all be underway soon

### SCHOOL FUNDRAISING – Courtney Lucas

- Spirit Wear sales are at approx. \$20k
- Distribution is going great
- Skate Night is Oct. 3<sup>rd</sup>
- Read-A-Thon is week of Oct. 3<sup>rd</sup> Theme is read for the stars! Booster is letting us use their platform for pledges and log minutes.
- Need help on decorating gates at both schools
- Jog-A-Thon – still need lead! End of Feb/early March.

### ARTS – Dawn Nicholaison

- Michelle got dates at Newport Harbor High School for Play
- Auditions will likely start mid October
- Budget will need to be revisited
- Art Masters – supplies have all been ordered.
- Woodland Recess Art -Sept. 23<sup>rd</sup> – volunteer link will be going out soon
- Kaiser Recess Art – Sept. 30<sup>th</sup>
- Need a STEM Teacher

Other Business



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Adjournment	Meeting adjourned at 9:51 am.
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