



# Kaiser Woodland PFO

# MEETING MINUTES BOARD

Wednesday, October 11, 2023

## EXECUTIVE BOARD MEMBERS PRESENT:

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| <input checked="" type="checkbox"/> KES: Stephanie Robson            | <input checked="" type="checkbox"/> WES: Courtney Lucas                    | <input checked="" type="checkbox"/> Treasurer: Allison Sanden              |
| <input checked="" 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:

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| <input checked="" type="checkbox"/> Woodland Principal: Kim Maxwell | <input checked="" type="checkbox"/> Kaiser Principal: Matt Broesamle |
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**MEMBERS PRESENT:** Amy Calacci, Kenna Crouch, Ellen Jones, Natalia Montano, Ashley Paulite, Sara Bert, Kaira Stewart, Lori Brusman, Heather Forst, Holly Soliday, Shirley Kwan, Alexa Reddin, Lauren Depreine, Kelly Siegel, Jeni Sorensen, Jacqueline Bigoss (Note: These are the members who signed in)

Agenda Item	Discussion/Action
Call to Order	Meeting started at <b>7:03 pm</b> , in person quorum of the executive board
Minutes & Agenda	<p><b>Approval of the Minutes</b></p> <p style="text-align: right;"><b>Alex motions to approve the September 2023 PFO meeting minutes. Courtney seconds, Motion passes.</b></p>
Reports from Principals & Discussions	<p><b>Mrs. Maxwell</b></p> <ul style="list-style-type: none"> <li>• November 1<sup>st</sup> professional development day. Conducted a thinking maps tour at Davis.</li> <li>• Met with Mrs Palmer – PBIS recognition (Positive Behavior Intervention Support)</li> <li>• We had a fire drill this week.</li> <li>• Be mindful and do not block handicap spaces during drive up drop off/pick up</li> </ul> <p><b>Dr. Broesamle</b></p> <ul style="list-style-type: none"> <li>• Looking for part time support person. Requisition is open.</li> <li>• Writing training</li> <li>• Emotional support verbiage as sent home</li> <li>• Looking for mural ideas for Kaiser</li> <li>• Care award raffle boxes – had a fun staff versus student dodge ball game</li> </ul>
Reports from Presidents	<p><b>Courtney &amp; Stephanie</b></p> <ul style="list-style-type: none"> <li>• Movie night, book fair, and recess art shout outs (more sign-ups for November). Shout out to membership VP, Alyssa!</li> <li>• Had our first skate night. Went well. Thank you to our team.</li> <li>• Trunk or treat, read a thon and play all working really hard on the upcoming events.</li> <li>• Reminders: after your event, please touch up the PFO room.</li> <li>• Announcement: Holly Soliday stepping in for Kim as she moves to Principal for the Knightline</li> <li>• New positions: holiday giving tree and holiday decorations. Looking for volunteers</li> <li>• Please ensure we are following the Facilitron guidelines for on-campus events. We don't want to lose our ability to have events on campus due to misconduct</li> </ul>
Treasurer Update	<p><b>Treasurer – Allison Sanden &amp; Holly Soliday</b></p> <ul style="list-style-type: none"> <li>• Celebrates Alyssa, VP Membership, for coming in on budget!</li> </ul>



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	<ul style="list-style-type: none"> <li>• Vote: to approve the check payment to the IRS in the \$921.71</li> </ul> <p style="text-align: right;"><b>Allison motions (Stephanie seconds) – motion passes</b></p>
<p><b>VP Reports &amp; Discussions</b></p>	<p><b>COMMUNITY FUNDRAISING – Marci Kimura</b></p> <ul style="list-style-type: none"> <li>• Movie night was a success!</li> <li>• Dine and Dance is Nov 4<sup>th</sup>, please buy tickets. We have 5 sponsored tickets. Raffles, drinks &amp; food. Super fun and casual. Raise money and have fun!</li> <li>• Looking for silent auction items still. Will add email contact and will update the calendar to connect to website.</li> <li>• We need a carnival lead - someone who has experience managing projects. Co-leads are ok too!</li> <li>• Handful of restaurant fundraisers coming up!</li> </ul> <p><b>MEMBERSHIP – Alyssa Wuestefeld</b></p> <ul style="list-style-type: none"> <li>• We had 94% participation and hit our goal. Kaiser popsicle party was last Friday during lunch and had a party. It was so much fun!</li> <li>• Wait a week to go into treeing to see if your membership purchase has been updated. Also, act now to get you 10% off for second kid, etc. until 10/31</li> <li>• Court party will be in April for Court members.</li> <li>• Go onto the website and update your information in the directory and get info for parents info.</li> <li>• Thanks to the membership team for all your help! Shout out to the Presidents for all their support.</li> </ul> <p><b>ENRICHMENT – Hedy Wertenbroek</b></p> <ul style="list-style-type: none"> <li>• Jenni Sorenson thanked Natalia for an amazing book fair and thanked Mrs. Babovich's husband for his IT help. Kaiser was in the MPR. \$7000 sales at Kaiser and \$10,200 at Woodland</li> <li>• Walk to school day was a success, thank you Mallory!</li> <li>• Trunk or Treat will have 2 parking lots. Not additional cars but more space and lights. Flashlights, etc. look into Temu for trunk decorations and think about buying tattoos or stickers. Need more cars, we have 26 and need 40.</li> <li>• Costume Drive Oct. 18<sup>th</sup> @ the Woodland Lunch tables. Please send in any lightly used costumes by October 15<sup>th</sup> to both schools. There are collection bins in front of the offices.</li> </ul> <p><b>SCHOOL FUNDRAISING – Vanessa Siemsen</b></p> <ul style="list-style-type: none"> <li>• Spirit wear is winding down but we have sweatshirts and hats for when it gets cold</li> <li>• Skate night – had our first skate night and it was a great success. Had some confusion on the Spanish version of the flyer and it will be updated.</li> <li>• Friday Oct 20<sup>th</sup>, we will have coffee at flag deck from Hola Adios, bring cash! We will also have it at the Halloween Flag Deck on 10/31. Working on Coffee at Kaiser Flag Decks 4<sup>th</sup> Fridays.</li> <li>• Oct 31<sup>st</sup> will be the Halloween flag deck at 8:20am and no flag deck Nov 3<sup>rd</sup>.</li> <li>• Read-a-thon theme is “Dive into Reading” Nov 6-17: Sarah is the lead. Working to get sponsors. Looking for parents to decorate the gate!</li> <li>• Next Stem meeting Oct 17<sup>th</sup> at 7pm over Zoom. We have a new stem teacher who is different from last year.</li> </ul> <p><b>ARTS – Beth Cieminis</b></p>



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	<ul style="list-style-type: none"><li>• Kaiser play registration opens this weekend. Lots of 6<sup>th</sup> grade participation. Please do not call the front office. Read the parent expectation list as it is very involved with how elevated the production is. Mandatory parent meeting for all kids who register on 10/23. Auditions start 11/6</li><li>• Art masters is being paid by district!</li><li>• Recess art: had our first recess art. Was a huge success. Sign-ups for Oct &amp; Nov went out in Knightline. Next date is Oct 27<sup>th</sup>.</li><li>• Discussed possible stipend from the PFO for Mr St Royal. Will continue to discuss and will revisit at future PFO meeting.</li></ul> <p><b>COMMUNICATIONS – Rachel Cherry</b></p> <ul style="list-style-type: none"><li>• Buy your yearbook now! And send pics in and please label (teacher/grade)</li><li>• Send pics of Trunk or Treat, movie night, frozen Fridays, etc.</li><li>• Looking for another Knightline volunteer. Thank you to Auditor, Holly, for stepping in in the interim</li></ul>
<b>Other Business</b>	<ul style="list-style-type: none"><li>• Questions about when to start working on events.</li><li>• Had suggestion from parent on book fair and planning better times for Spring (ie: morning/lunch, etc)</li></ul>
<b>Adjournment</b>	<b>Meeting adjourned at 8:05pm</b>