



# Kaiser Woodland PFO

## MEETING MINUTES BOARD

Wednesday, November 8, 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 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 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, Kristy Chapman, Melissa Guerin, DJ Jewel, Ellen Jones, Natalia T. Montano, Ashley Paulite, Stacy Rindt-Hoffman, Michelle Rycroft, Flor Sanchez, Aimee Takumi (Note: These are the members who signed in)

Agenda Item	Discussion/Action
Call to Order	Meeting started at 9:03 am, in person quorum of the executive board
Minutes & Agenda	<b>Approval of the Minutes</b> Tiffany motions to approve the October 2023 PFO meeting minutes. Alyssa seconds, Motion passes.
Reports from Principals & Discussions	<b>Mrs. Maxwell</b> <ul style="list-style-type: none"> <li>Interviews for math intervention teacher are today</li> <li>Art Masters assembly was yesterday and it will start next week</li> <li>A link in our newsletter is asking for internal volunteers</li> <li>Independent Study email will be going out for students that will be out a minimum of 3 days. 5 days' notice is required. Will help avoid absenteeism.</li> <li>Bringing back character awards to flag deck. Parents will be notified ahead of time – usually 2 weeks prior.</li> <li>Kindness week is next week.</li> </ul> <b>Dr. Broesamle</b> <ul style="list-style-type: none"> <li>Interviewing for teacher support role next week</li> <li>Teacher training is ongoing with I Love You Guys as well as a Fentanyl prevention</li> <li>Met with artist Jennifer Bloomfield about murals</li> <li>Kasey Hernandez will be taking over for Denise in the office</li> <li>Kathy's replacement is still pending – big shoes to fill. Last day is Dec. 22nd.</li> </ul>
Reports from Presidents	<b>Courtney &amp; Stephanie</b> <ul style="list-style-type: none"> <li>Thank you to the Dine &amp; Dance team, the Read-a-Thon team, the Kaiser Play team, the Skate Night team, the Social Media and Knightline teams!</li> <li>Thank you to the Trunk or Treat team for an amazing event and for going back after the event to organize items in the PFO room - it is so appreciated!</li> <li>Thank you to Melissa Robinson for her support with Spanish translation and updating our website for every event!</li> <li>Recess Art - December</li> <li>Still looking for a Kaiser Healthy Choices Lead.</li> </ul>



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	<ul style="list-style-type: none"> <li>Looking for someone to join the Kaiser team to help with after school enrichment in the spring.</li> <li>Kaiser Flag Deck Coffee</li> </ul>
<b>Treasurer Update</b>	<b>Treasurer – Allison Sanden &amp; Holly Soliday</b> <ul style="list-style-type: none"> <li>Budget has been sent it did not include the Dine and Dance – netted over \$36k!!</li> <li>Insurance has been secured for next year so we are good to go in Facilitron</li> </ul>
<b>VP Reports &amp; Discussions</b>	<b>COMMUNITY FUNDRAISING – Marci Kimura</b> <ul style="list-style-type: none"> <li>Thank you to our D &amp; D Committee for a fun event! Jen Nelson, Beth Cieminis, Aishling Wendell, Stacy Rindt Hoffman, &amp; Kristen Ohail.</li> <li>This was the largest attended Dine &amp; Dance to date, with the most staff/teacher participation and attendance.</li> <li>Income made for the event exceeded our expectations and goals, and was the most ever made at this event.</li> <li>Thanks to our Gold Sponsors</li> <li>We have found two parents who are taking on the roles of co-leading our Carnival!</li> <li>The Carnival Committee will begin meeting to start planning for our event.</li> <li>Restaurant Fundraising: Mountain Mikes Pizza 11/9</li> </ul> <b>MEMBERSHIP – Alyssa Wuestefeld</b> <ul style="list-style-type: none"> <li>Popsicle parties were a lot of fun! Every class got to celebrate at both schools and we had music, balloons and dancing.</li> <li>All yearbooks and lovelines that were purchased through membership are now in your TreeRing accounts. Please check and make sure everything looks right. Please reach out to <a href="mailto:membership@kwpfo.org">membership@kwpfo.org</a> with any questions or issues.</li> <li>Alyssa and Ashley will be having a brief initial court party meeting before the new year with the majority of planning happening in early 2024. Save the date for April 26th for the court party!</li> </ul> <b>ENRICHMENT – Hedy Wertenbroek</b> <ul style="list-style-type: none"> <li>Trunk or Treat was a huge success!</li> <li>We received a lot of positive feedback about using both parking lots and will plan to do that next year as well!</li> <li>VOTE to increase Trunk or Treat budget to actual expense of \$1750 (overage caused by the need for a second custodian) – Postponed bc we are missing some invoices.</li> <li>Woodland Santa Visit</li> <li>Santa is booked and coming to Woodland's flag deck on Friday, December 15th. Alyssa is waiting to hear back from CMPD in regards to them escorting in Santa. Alyssa and Aly Slach will be handling all of the candy canes and decorations for this special visit! Alyssa will be in touch with Woodland's front office very soon to go over details for that morning.</li> <li>MPR Holiday Decorations</li> <li>Alyssa and Aly are meeting right after this PFO meeting to take inventory of holiday decor in the PFO room. We will be purchasing more decor for Kaiser since Kaiser is having a holiday program this year too. We will need help on two separate days bringing the holiday spirit to our MPRs! Look out for volunteer sign ups coming soon.</li> <li>Healthy Choices Week</li> <li>Need a healthy choices volunteer for Kaiser.</li> </ul>



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	<ul style="list-style-type: none"><li>• Vote: Move the \$500 Red Ribbon Week budget for Kaiser over to Healthy Choices Week budget.</li><li>• Spring Enrichment</li><li>• Looking for another volunteer to help the Kaiser team with Spring Enrichment classes.</li></ul> <p><b>SCHOOL FUNDRAISING – Vanessa Siemsen</b></p> <ul style="list-style-type: none"><li>• Spiritwear - Don't forget to buy your spirit wear sweatshirts for the chilly mornings!</li><li>• Skate Night - We had a successful skate night this past Monday! The next skate night is December 4th and the theme is Winter.</li><li>• Flag Deck Coffee – Woodland. We have raised the price from \$1 to \$2/cup as we determined we would lose money if we continued to sell for \$1/cup. Heather Forst has done an amazing job! We heard a couple of requests to serve the coffee out front while parents are waiting to enter the campus, so Heather set up a table in front of the school for Halloween flag deck and it was a hit. Heather will continue to sell out front.</li><li>• Flag Deck Coffee – Kaiser. Kaiser flag deck coffee for 4th Fridays - would anyone want to volunteer?</li><li>• Read-a-Thon - Began this past Monday! So far we have raised over \$21,000! We will celebrate achieving our first goal of raising \$15k by having Crazy Hair/Hat Day tomorrow. We have over 40% of students signed up on mybooster.com. We made an announcement at the Kaiser flag deck last week and had a lot of positive feedback about prizes! The gates at both Kaiser and Woodland look amazing! Thank you to those who signed up and decorated a gate! We will be handing out the first prize tomorrow (Thursday). Every student who signs up at mybooster.com gets an ocean-themed bookmark! First mini-prize will be handed out on Monday!</li><li>• We love STEM update: STEM dine-out night at Rubio's is TONIGHT!! A STEM teacher has been hired for the current year. Her name is Amy Cooper and she started this week. She will be starting with 2nd graders at Woodland and 3rd graders at Kaiser.</li></ul> <p><b>ARTS – Beth Cieminis</b></p> <ul style="list-style-type: none"><li>• Art Masters - Valerie Hass has been working to prep and streamline the Art Masters supplies. She has everything set for the year for each school and will inventory all the supplies at the end of the year.</li><li>• Recess Art - Recess Art continues to be a big success with the students!</li><li>• Next one is November 17 and then December 8. Be on the lookout for the December signup via Knightline.</li><li>• Kaiser Play - Kaiser Play had a great parent meeting. Auditions are happening this week! And rehearsals begin next week.</li></ul> <p><b>COMMUNICATIONS – Rachel Cherry</b></p> <ul style="list-style-type: none"><li>• Yearbook - Time to send us your photos!! Our yearbook Team has been so successful thanks in large part to all of the wonderful photos from our community. Email to <a href="mailto:yearbooks@kwpfo.org">yearbooks@kwpfo.org</a></li><li>• A couple reminders! Please include grade and event in subject title. Photos from school events only, please no outside sports or clubs</li><li>• If you ordered memberships that included a yearbook(s) they are currently in your treeing account. Please visit <a href="http://www.KWPFO.org/yearbooks">www.KWPFO.org/yearbooks</a> for info on how to access your account.</li><li>• Knightline - Holly has been so wonderful to continue to do Knightline! We are excited to announce that Stacy Rindt-Hoffman will be taking over for Holly in the new year! Thank you Stacy!</li></ul>
Other Business	<ul style="list-style-type: none"><li>•</li></ul>



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Adjournment	Meeting adjourned at 9:48 am
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