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| MEETING INFORMATION  |
| **MTG DATE/ TIME:**November 1st, 2023 at 6:30pm | **LOCATION:**Zoom  | **MINUTES REVIEWED BY:**Board |
| **PRESIDED BY:** Brittany Brombach and Lisa Levy | RECORDED BY: Mary Beth Ring  | **DATE:** November 1st, 2023 |
| **ATTENDANCE LIST:****Officers:** Brittany Brombach, Lisa Levy, Alison Gussin, Nicole Rocklin, Charisse Manzi, Mary Beth Ring, Chelsea Parrish**Attendees:** Anna Burd, Emily Miles, Rebecca Durday, Dana Ashmore, Laura Lamattina, Valorie Tate, Luisa Parnes, Melissa Cleveland, Ashley Myers, Nancy Shabani, Rupa Brooks, Bryan Lowery, Kat Gopez, Shelby Yardley, Caitlin Benaglio, Roza Sinaysky, Katie Duncan, Homaira Sami**WHPS Staff:** Seth Pozzi, Melanie Henson, Christine Chiche, Cynthia Baroudi |
| HANDOUTS |  |
| * Agenda
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| GENERAL DISCUSSION: Meeting called to order at 6:30pm |

| Macintosh HD:Users:robynarnold:Desktop:PAWS Logo.jpg**Meeting Agenda** |
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| **Meeting Topic:** | Parents at Woodland Hills Private School (PAWS) Meeting  |
| **Date and Time:** | Wednesday, November 1st, 2023 at 6:30pm |
| **Agenda Item** | **Notes** |
| **Welcome**  | * **Brittany and Lisa**
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| **School Updates**  | * **WHPS Updates from Seth Pozzi**
* Campus preview is coming up. Families are going on Yelp to look at school reviews and find schools, so it would be really helpful if some parents in the community could post on Yelp about what they love about WHPS
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| **Past Events** | * **Community Coffee on 10/6**
	+ We did not get any responses from the social media post about topics to bring up at Community Coffees, so it may be good to keep it casual and informal
	+ Some parents have asked if it’s possible to bring up questions anonymously. Maybe a survey can go out that can be responded to anonymously
* **Hispanic/Latinx Heritage Month**
	+ Class posters, assembly presentations, Mariachi band
* **Photo Fundraiser 10/14**
	+ Event was not sold out, first time that happened. Possible reason is that a few families moved their dates to November. Also it’s possible the crush of news and prep for Fall Festival kept it off parents’ radar. Maybe next year don’t hold the photo fundraiser so close to Fall Festival
	+ Laura cannot help on 11/18. Can someone volunteer to help out on that day and take Laura’s place?
* **Fall Festival**
* Event was amazing and a very successful fundraiser
* Net Profit: $10,823.44 *(note: this is a 10k increase from last year)*
	+ Parking sold out, raffle was a massive success, new pricing was effective, along with giveback vendors.
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| **Upcoming/Ongoing Events** | * **Status of annual PAWS fundraising drive – Charisse**
* $21,027.72 (after fees) - 64 families contributing
* **Square 1 Art Fundraiser - Anna Burd**
* This is a fundraiser that is active now until the end of November. Every student participated in creating their own art. The art was sent in to Square 1 and processed so that parents can buy personalized gifts with their children’s art on them. The art is now available online – Anna will send the link to PAWS for it to be sent out to parents. The students will come home with paper examples of what can be bought. Anna will bring a poster to hang at school to advertise the fundraiser.
* **Indigenous Heritage Month**
* Still working on coming up with ideas
* **Community Coffee 11/3**
* **Photo Fundraiser 11/18**
* 20 families signed up
* Messaging to parents
* **Restaurant Night - next date**
* Next up will be El Torito after the week of Thanksgiving – Wednesday the 29th.
* Topganga Social at the Topanga Mall is interested. They can do a voucher for $55 that allows buyers to go around to each designated restaurant station.
* Discussed moving Topanga Social night to a Thursday to make it more social/fun
* **Hiking club 11/19**
* At Escondido Falls, led by Becca Durday
* This is not a fundraiser, just a way for parents and kids to connect in a different way
* Specific location to meet at trailhead will be determined
* **Thanksgiving Feast discussion/feedback/ideas**
* Discussed need for more parent volunteers for set up, cleanup and serving. Suggested Sign-Up Genius for each classroom (alongside the classroom’s assigned donated item) for parents to be able to sign up to bring in extra items and/or volunteer
* This event is NOT for the preschool. The preschool does their own the week prior
* **Winter Show flower sales**
* Need volunteers to help on the day
* Sign up sheet will go out to all parents
* Note: the 3-year-olds performance is on campus, not where the main Winter Show takes place. Last year a group of parents didn’t get their roses because they were all at the main show. Make sure this year to indicate if child will be doing their performance on campus and that flowers get delivered to both locations
* **Dogman The Musical ticket sales**
	+ 40 tickets sold
	+ Have 10 left – will keep sales open on the PAWS website until they are sold out.
	+ Chelsea to do another social media push to indicate there are a small number of tickets remaining
* **Season Of Giving 11/6-12/22**
	+ Miry’s List
	+ CHLA Toy Drive
	+ WVFB Food Drive
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| **Coordinators** | * **Open positions at PAWS to be filled:**
* DEI Coordinator
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| **Committees** | * **Committee Lead positions to be filled:**
* Winter Show Flower Fundraiser
* Snow Day
* Big-Little Dance
* Val-e-Gram
* Spring Gala
* Teacher Appreciation Week
* **Committees that need volunteers:**
* Yearbook Co-Coordinator needed
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| **PAWS Finances** | * **Update from Charisse**
	+ Bank Accounts as of 11/1/23:
		- Savings - $6098.11
		- CD - $13,861.83
		- Checking - $69,190.74
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| **Q&A / AOB**  | * **Ralphs Rewards Program – *did not discuss***
* Messaging to parents
* Website update for both initial sign ups and re-starting participation
* **Library updates – Anna Burd**
* Anna has found a new program to track library books like a public library would. She needs volunteers and will welcome any and all help, as there is a lot of organizing and decision making to do.
* She is currently working with the administration to determine the best and most user-friendly way to organize and catalogue the books. Likely to do a hybrid of leveled books and interest/reference. There can be a parent resource section, certain topics and themes, etc.
* Anna has been trained on the software and would like to train a few others so there are multiple people who know how to run/use it. This will be a web-based program. Parents and kids can look at what’s in the library from home and will use scanners to check out books in the library.
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| **Closing** | * **Thank you for coming!!**
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