|  |
| --- |
| MEETING INFORMATION  |
| **MTG DATE/ TIME:**December 6th, 2023 at 6:30pm | **LOCATION:**Zoom  | **MINUTES REVIEWED BY:**Board |
| **PRESIDED BY:** Brittany Brombach and Lisa Levy | RECORDED BY: Mary Beth Ring  | **DATE:** December 6th, 2023 |
| **ATTENDANCE LIST:****Officers:** Brittany Brombach, Lisa Levy, Alison Gussin, Nicole Rocklin, Charisse Manzi, Mary Beth Ring, Chelsea Parrish**Attendees:** Valorie Tate, Kat Gopez, Dana Ashmore, Anna Burd, Rebecca Durday, Hilya Tehrani, Annalisa Clearhue, Stephanie Hasan, Luisa, Sienna**WHPS Staff:** Seth Pozzi, Melanie Henson, Christine Chiche,  |
| HANDOUTS |  |
| * Agenda
 |  |
| GENERAL DISCUSSION: Meeting called to order at 6:30pm |

| Macintosh HD:Users:robynarnold:Desktop:PAWS Logo.jpg**Meeting Agenda** |
| --- |
| **Meeting Topic:** | Parents at Woodland Hills Private School (PAWS) Meeting  |
| **Date and Time:** | Wednesday, December 6th, 2023 at 6:30pm |
| **Agenda Item** | **Notes** |
| **Welcome**  | * **Brittany and Lisa**
 |
| **School Updates**  | * **WHPS Updates from Seth Pozzi**
* Winter show is this weekend, everything is set
* Library is looking great
 |
| **Past Events** | * **Community Coffee on 12/1**
	+ Was well-attended; PAWS is trying to theme the coffees
	+ This week’s theme was “What does community mean to you?”
* **Indigenous Heritage Month**
	+ Everything went great despite the wind
	+ PAWS donated $500 to the tribe’s initiatives
	+ Maybe we can talk to them next year about doing more integrated and hands-on activities
* **Photo Fundraiser 11/26 (rescheduled from 11/18 due to rain)**
	+ Net Profit: $1,286.05
	+ 18 families participated
	+ Shani is open to doing a spring session – we just need to pick a date
* **Square 1 Art Fundraiser – Anna Burd**
	+ Total fundraiser sales: $5,302.50
	+ Est. Profit: $1,749.83 (Anna getting final numbers)
* **Library Updates – Anna Burd**
* Library transformation is moving along – there are now two work areas and re-organized book sections
* The electronic check-out program/computer system should be up and running by mid to end of January
* Still need volunteers to come help every MWF from 8am-10am
* We will be asking for book donations, but not until Anna can go through and see what all the book needs will be – we don’t want to get books we don’t need or already have enough of
* **Restaurant Night – El Torito**
	+ Total sales $692, 20% donation $138.40
	+ El Torito only allowed a two-hour window of 6pm-8pm, so these returns seem on target for a typical restaurant night given that restraint
* **Hiking Club event - rain cancellation - should we reschedule?**
* Families were interested – will try to do another and find a new date
* Possibly when rainy season is over?
* **Thanksgiving Feast**
* Too much food again this year; try to do an accounting for next year to bring in less
* Two serving lines would be best so lines aren’t so long; plan for two serving lines next year
* Put tables closer together to connect the rows so it feels more communal
 |
| **Upcoming/Ongoing Events** | * **Status of annual PAWS fundraising drive – Charisse**
* $23,325.00 with 68 families participating
* Re-brand of the ask from parents has been effective
* **International Day of Persons with Disabilities**
* Currently don’t have anything planned; will be a day, not a month
* Had thrown around idea of manipulatives or different types of chairs, even a roller derby group in wheelchairs
* Overall, the day should be treated like all the other special days – it should be an educational/learning opportunity for the kids
* Christine is associated with L.A. Goal through her brother – it’s a group that supports adults with disabilities
* Special Olympics is another possible group to reach out to
* **Community Coffee 1/5**
* **Restaurant Night - next date/month**
* Topanga Social was discussed last meeting – overall consensus is that it’s too open-spaced to suit the running around of all of the kids. It will create too much chaos trying to keep kids from running out into the mall
* Should we do Topanga Social as an adults-only night? If so, brand it as such, like the Wine Nights and keep it separate from Restaurant Nights
* Let’s do the next one at The Stand – easy and suits needs of families
* **Winter Show flower sales canceled**
* **Dogman The Musical ticket sales**
	+ 41 tickets sold
	+ One more push to sell remaining tickets – YES; PAWS email should go out to all parents next week
* **Season Of Giving 11/6-12/22**
	+ Miry’s List – this year families give directly through the Miry’s List website; PAWS is not collecting money to donate
	+ CHLA Toy Drive – considering switching the toy drive recipient to a charity Coach JC is affiliated with called Guadalupe Center. CHLA is overrun with toys and Guadalupe Center could be a better fit because there is a higher need there
	+ WVFB Food Drive
 |
| **Coordinators** | * **Open positions at PAWS to be filled:**
* DEI Coordinator
 |
| **Committees** | * **Committee Lead positions to be filled:**
* Snow Day – we need A LOT of volunteers for Snow Day; need to make clear on social media and email blasts that we need a certain number to make it happen; Sign Up Genius can go out to start getting parents enlisted and see what the numbers look like; in years past, WHPS has used a parent rep who lays down all the rules for the kids – maybe bring this back; Teachers also announce the rules to the classes; overall, need enough parent volunteers for safety reasons
* Big-Little Dance – need to find a venue and a date, as this will not be on campus; theme it as a family love party in the spirit of Valentine’s Day, possibly a glow theme; this may not end up being a fundraiser, but according to Charisse, it ideally should be
* Val-e-Gram
* Spring Gala – April 27th has been proposed as the date at Woodland Hills Country Club; Annalisa will get the name of the auction committee company her son’s school uses and likes; the theme will be Studio 54/disco
* Teacher Appreciation Week
* **Committees that need volunteers:**
* Yearbook Co-Coordinator needed
 |
| **PAWS Finances** | * **Update from Charisse**
	+ Bank Accounts as of 12/6/23:
		- Savings - $6,099.64
		- CD - $13,861.83
		- Checking - $70,059.64
 |
| **Q&A / AOB**  | * **Ralphs Rewards Program**
* Messaging to parents
* Website update for both initial sign-ups and re-starting participation
 |
| **Closing** | * **Thank you for coming!!**
 |