**MEETING MINUTES**

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| MEETING INFORMATION  |
| **MTG DATE/ TIME:**February 7th, 2024 at 6:30pm | **LOCATION:**Zoom  | **MINUTES REVIEWED BY:**Board |
| **PRESIDED BY:** Brittany Brombach and Lisa Levy | RECORDED BY: Mary Beth Ring  | **DATE:** February 7th, 2024 |
| **ATTENDANCE LIST:****Officers:** Brittany Brombach, Lisa Levy, Alison Gussin, Charisse Manzi, Mary Beth Ring, Chelsea Parrish**Attendees:** Dana Ashmore, Anna Burd, Rebecca Durday, Annalisa Clearhue, Luisa Parnes Thompson, Melissa Cleveland, Laura Lamattina, Homaira, Ewa Kellum, Anita Flad-Romero, Cara Kuei, Jen Belafsky**WHPS Staff:** Seth Pozzi, Melanie Henson, Christine Chiche,  |
| 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, February 7, 2024 at 6:30pm |
| **Agenda Item** | **Notes** |
| **Welcome**  | * **Brittany & Lisa**
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| **School Updates**  | * **WHPS: Seth, Melanie & Christine**
* Lunar New Year dancers were really great, especially how they introduced themselves to the preschoolers to make sure they didn’t seem scary; the word “monster” was used at some time, please make a note to not have them use that word next year
* The Execution Function parent coaching Zoom is next week with Lindsey Grant – let’s push on social media
* Alison thought the previous Parent Master Class zoom was interesting – a recording of it was supposed to have been sent out. Can this still happen?
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| **Past Events** | * **Snow Day**
	+ Snow Day was a huge success, very well-organized with parents. Parents really had a job/function this year, so that was great. For next year, clarify ahead of time the info and rules around hot chocolate. First, that this is an optional thing that must be organized by the room parents – it is not PAWS-related or supplied. Second, hot chocolate can only be served in the classroom. Cannot be served out by the snow because the kids linger and then it prevents the swift/timely switching of classes as they take their turns. One class did chocolate chip cookies instead and the kids loved it. That could be a choice for room parents as an alternative. In general, hot chocolate is also tricky with preschoolers.
* **Community Coffee 2/2**
* Wondering if the next community coffee at the beginning of March can be promoted/themed around Roxanna’s return – this could align as a welcome back event for her.
* **Campus Preview Day**
* Brittany Brombach attended on behalf of PAWS – was great to be able to advocate for the school. Let’s get more PAWS reps for the next one who can talk about what they love about WHPS. Need preschool student greeters. It was clarified that info campus preview day was communicated to Collins campus families.
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| **Upcoming/Ongoing Events** | * **Status of annual PAWS fundraising drive – Charisse**
* $24,063.25 with 71 families participating
* Donations have slowed; this is same amount as last month
* **International Day of Persons with Disabilities**
* This will be a week – March 18th-24th ; Neurodiversity celebration week
* Becca Durday is leading it
* There will be resources for teachers for discussions and banners for classrooms
* **Lunar New Year - Lion Dancers 2/7**
* See above under WHPS updates
* **Restaurant Night – March 20 at Lucille’s**
* Open Book bookstore is upstairs from Lucille’s – maybe do a combined family night at the bookstore as well, with a percentage of sales going to PAWS
* Lisa will investigate this – maybe theme it Books & BBQ night
* A general, unrelated question came up here about making basketball game info more accessible to parents – can info about times and dates of basketball games go out on social media and/or in newsletter?
* **BHM panel conversation (elementary) and story time presentation (preschool) on 2/22**
* Flags will go up this week
* Chudney Ross coming to do the interactive storytelling and discussion on February 22nd
* Classroom doors are all decorated and look great
* **Family Hike**
* Date chosen is Sunday, March 3rd at Victory Trailhead
* Chose an easy hike with no water features to keep it simple
* **Val-E-Grams**
* Kids will be pulled from class tomorrow and Friday to create their Grams
* Lisa has collected all the decorating materials and we have a couple PAWS volunteers to help the kids
* **Women’s History Month – March**
* This will be discussed at next week’s DEI meeting – anyone interested in helping plan, please join
* We need ideas for this
* **Movie Night 3/8**
* We are exploring the possibility of getting a bigger screen
* Shortlist for choices has already been decided
* Question as to whether preschool should vote, and then specifically if ETK should vote. YES to ETK voting, no to preschool
* **St. Patrick’s Day celebration**
* This will be Friday March 15th with the bagpipers
* **Earth Day – garden support needed for April**
* Need anyone who would like to help with this
* **Gala on 4/27 @ Woodland Hills Country Club**
* Planning for this event starts next week with the Gala committee
* Anyone interested in joining, please do
* **Asian/Pacific Islander Heritage Month – May**
* **Holi will be Friday, March 22nd – same day as the talent show!**
* **Nowruz – 3/19**
* Would love a family to set up a library display – if anyone knows a family who would like to do this, please let PAWS know
* **Teacher Appreciation – Week of 5/6**
* We need a lead on this week to help plan the theme, what to do with the teachers, decorations, etc. It’s not a big job, and it comes and goes quickly
* Need to settle on the lead for this by the next PAW meeting (March)
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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:**
* Teacher Appreciation Week – see above
* **Committees that need volunteers:**
* Yearbook Co-Coordinator needed – this is important to fill soon
* Laura starts laying out the yearbook now. She will send a google drive link to PAWS leadership for everyone to add their photos from the year
* Laura is ready for class photos – make ups are next week
* Needs updated roster of students and staff, especially for preschool as new kids come in January
* Need to request 5th grade dedication pages so those can be ready by the April 1st deadline
* Same for donation pages – those are due by April 1st. Need to get that info out to families who are receiving a ½ or full page. Charisse (and others with access) should have those names on master tracker
* Laura may not get Open House into the yearbook this year, as there are so many more interesting events to put in
* Let’s do a clear push on social to let parents know they can add their own special personal pages in the yearbook and where to look for that info
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| **PAWS Finances** | * **Update from Charisse**
	+ Bank Accounts as of 2/7/24:
		- Savings - $6,100.58
		- CD - $13,861.83
		- Checking - $70,604.08
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| **Q&A / AOB**  | * **Ralphs Rewards Program**
* Messaging to parents – put in next newsletter!
* Website update for both initial sign-ups and re-starting participation
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| **Closing** | * **Thank you for coming!!**
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