



Friends of **WEAVER**

Jack L Weaver Elementary
School
11872 Wembley Road
Los Alamitos, CA 90720
(562)799-4580

Friends of Weaver 2021/2022 Board of Directors

President: Francie Ghose
Vice President: Abby Harris
Secretary: Trang Hoa
Treasurer: Jeannine Baker
Financial Secretary: Jen Levy
Special Advisor: Christine Coxhill
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Events and Logistics: Christine Ostrander
Gala Co-Chairs: Tricia Boylan and Jessica Delavarra
Social Media Chair: Liz Ong
Annual Giving: Gina Alderson
Dining 4 Dollars: Tracy Hageman

Subcommittee Chairs:
Lego WeDo and Raspberry Pi: Laura Hall
Graphic Design: Candie Gandara
Weaver Moms: Jen Rheault
Webmaster: Kristine Danks
Winkos Liaison: Sue Hsieh

Agenda October 25, 2021

<https://us02web.zoom.us/j/5832005523>
Meeting ID: 583 200 5523
16699006833,,5832005523# US (San Jose)

1. Call to Order– Francie
2. Presidents Report

- Media Center

Thanks to Tracy Hageman and Laura Hall for completing the Media center

Thanks to Stephanie and Liz with the help they did for Ms. Burney

Media expenses in the future (ie: carrots, index cards etc...):

Currently Ms. Wendy via Dr. Schmidt is covering the costs, but moving forward, will have a core team to help assist and facilitate Ms. Burney with expenses (ie: items that cannot be ordered from Office Depot) and additional day to day help - Liz Ong and Abby Harris

- BidPal Contract Renewal
 - o Francie recommend renewing
 - o Christine Coxhill motion in favor, no naves or abstention, all in favor
 - o Francie will renew the contract
- Old Ranch:
 - o Currently raising their rate and not signing any contracts for 2023 - will have to consider if FOW plans on spending more in order to stay at Old Ranch or look for a new venue
 - o Will table this topic for now

3. Principal's Report Dr. Schmidt

- Media Center Computers
 - o Computers donated by FOW are currently in the media room and uploaded with the programs for Ms. Burney to use
- Ms. Burney:
 - o Currently working at 49%, which allows her some prep time but not the same amount as a full time teacher
 - o If FOW wants to increase her time (>50% but <80%), for any staff hired in the school district, they are entitled to health benefits etc...
 - o If she works at 60% she works 3 full days; versus 80% she would work 4 full days
 - Her extra time would allow her to work with the TK students

Upcoming Board Meetings and Dates

December 6
January 31
February 28
~~March 14~~
April 11
May 23

Gala
Saturday, March 26

D4D
11/3-11/4 Noble Bird
11/17 Kona Ice
12/7-12/8 Fortune Cookie
1/19/22 Shake Shack

Inspiring a life-long
passion for
LEARNING
by tapping into
children's curiosity
and drive to explore.



- Dr. Schmidt will help her to build the curriculum moving forward to help optimize her time
 - o Dr. Schmidt - we can re-evaluate the need for more time in the future
 - o Christine Coxhill move to increase Ms. Burney from 49% to 60%; Jen Levy 2nd, all ayes, no nays or abstentions - motion approved
 - 2022 Gala:
 - o Unfortunately Dr. Schmidt cannot be there in person due to personal reasons, but will work with the team to do media or pre-recording clips/segments for the Gala
 - o
- 4. Teacher's Report – Mrs. Otani
 - Teachers appreciate how wonderful the media center turned out
 - Teachers #1 priority: PLC center upgrade
 - o PLC typically needs to accommodate 5-6 teachers
 - o Teachers request desks/tables, chairs, color printer etc...
 - o In lieu of gift cards for the teachers (ie: \$200/teacher) FOW can furnish the PLC center for it to be more functional for the teachers
 - Will move to committee with Tracy and Stephanie to oversee the PLC room, but as for budget, will need to see what is needed to estimate cost
- 5. Treasurer's Report – Jeannine
 - Approve Budget for 2021/22
 - o Jeannine couldn't be here today, so Jen Levy reviewed the report
 - o Will need to add a budget line for the PLC refurbishment in the future
 - o Susie motion to approve the budget, Trang 2nd, everyone said aye, no nays or abstention - motion approved
- 6. Financial Secretary Report – Jen Levy
 - Quick Books
 - o Doing well, need to sign in remotely to access quick books
- 7. Secretary's report – Trang

Action: Approval of August meeting minutes

 - Tracy approved, Stephanie 2nd, everyone say aye, no nays or abstention, motion approved
 - Will submit the final minutes to Kristine to put on the website

8. Weaver Moms- Jen R:

- Merchandise
 - o Currently designing parent friendly merchandise
 - o Working with vendors in house design team to make it easier to screen and embroidery friendly and ultimately cost effective
 - o Will finalize by Oct 29 - will select a vendor by that time
 - Issue currently is there is limited inventory and low labor force, estimate turnaround time is about 1 month
 - In the interim will have marketing plan: yoga and brunch and wine night
 - o Suggest looking into travel coffee mugs or cozies - Jen will look into it, but will see what they currently have in their inventory
 - o Need to figure how much FOW wants to invests since the min purchase is 144 units for any item, so perhaps just picking 2 items to begin with in order to optimize cost
 - o Before going into production of merchandise, will have Dr. Schmidt and PTA review

9. Dining 4 Dollars (Tracy)

Kona Ice: 380

Crazy Fish: \$550

Chipotle: \$675

Yogurtland: not sure yet since still waiting for them to email Tracy

- Upcoming events:
 - Noble Bird in November
 - Kona Ice in November
 - Fortune Cookie in December
- New banners to advertise these events have been placed around the school
- Will advertise events via Whale Mail, flyers and via social media
- Francie would like FOW to let families know (perhaps through Whale Mail) about registering their Ralph's Card
- Social Media team advise reminding them of upcoming events as they approach so they can post more frequently as it gets closer to the event

10. Saturday Night Weaver – Tricia /Jessica/Christine O.

- Volunteer Meetings (Next one: Nov. 8:30 am and 6:30 pm)
 - o The first volunteer meeting went well with motivated and excited volunteers
 - o Upcoming meeting on Nov 8 has been advertised through social media, whale mail and flyers in the student's folder
- Sponsorship update:
 - o Currently working out the details for the corporate sponsorship

- Simon Law Group will be one of the corporate sponsor this year
 - o Sponsors have their logo on a banner
- Proposed donation letter:
 - o Will be stuffing donation letters at the volunteer meeting on Nov 8
- Creative Ticket Package and Sponsorship Levels Names
 - o Will be recognizing donors (providing donations) differently from Sponsors
 - o Will have family sponsors this year
- Procurement Team:
 - o Have some items donated but still working on silent auction items

11. Raspberry Pi/WeDo/Media Center – Laura Hall

- 2 spiro didn't come back from last year, but not sure if the counting was not accurate
 - o Will follow up
- The closet is looking much better
 - o Will be donating items to Los Alamitos High School through Mr. Valenzuela which will help clear the closet
 - o Went through 1/2 of the lego kits
 - So far they are in good condition
 - o Will need another 1/2 day to finish organizing the closet and going through the lego kits
- Informed Ms. Burney about Scratch and they will be doing that in November
- Lego Wedo will start in January
- 5th grade students request to do mine craft coding
 - o There is a great tool that is part of a bundle with Microsoft
 - Possibly ask the district if they already have it so we can access it
- Raspberry Pi
 - o The process to plan for Raspberry Pi starts before or around winter break
 - Getting the kits ready and emailing the teachers
 - o Now that Ms. Burney is allocated more time, can she help with Raspberry Pi?
 - Most likely not since her extra time will be allocated for TK students
 - o Parent volunteers:
 - Will need 1 parents lead and 2 parent helper
 - Will be sending out emails asking for volunteers before the New Year
 - o Will most likely be in the REI room next to Mrs. Nguyen's classroom
 - Gives time to set up

12. Other Business

- Next meeting Dec 6

- FOW board members, try to come to the GALA next volunteer meeting on Nov 8 in the morning

13. Adjourn