



WILLIAMS WINS BOARD MEETING AGENDA

MEETING DATE: August 12, 2024

MEETING TIME: 2:30 pm

MEETING LOCATION: Virtual

REQUESTED ATTENDEES

[X] Simi Rai – President

[X] Tanuja Podge– CFO

[X] Jenn Cressio - Secretary

[X] Devin Blizzard – Principal

[X] Lynn Murtha – Lower Grade Teacher Rep

[X] Jodi McCash – Upper Grade Teacher Rep

[X] Rebecca Schilling – VP of Communications

[X] Stacey Gingery– VP of Fundraising

[] Tatiana Matviienko – CFO Advisor

[X] Kelly Minister- Webmaster

[X] Bharathi Shamanna – Treasurer

AGENDA ITEMS

Welcome // Simi

Approval of Previous Minutes // Jenn

- Approved May minutes

Approval of Votes // Simi

- *List provided/all reviewed and approved below

Confidentiality Agreement // Simi

- Everyone received NDA, please sign at your earliest convenience

Principal Update // Dr. Blizzard

- Thank you to everyone who volunteered to be on board
- Great positive start to the year
- Appreciate breakfast and lunch on prep days
- New staff appreciate WINS and all they do
- TK/K playdates have positive feedback
- Appreciate simplicity coming

Teacher Updates // Lynn and Jodi

- Lynn-Lower teacher appreciate extra incentive for MAD drive
- Jodi-No updates

Community Updates // Simi

○ ICS + TK/K ICS Playdate

- Simi and Jenn will coordinate T/TK Picnic
 - Snacks, water, juice, pizza
- Movie change from DM4 to KFP4
- Facilitron fees paid (by WINS)
- Adding security presence (through Facilitron..?)
 - Need to call SJPD/District Security directly
- Grishma is lead on ICS

- WINS will be handing out snacks to first 100 families
- EduKits
 - Undersold, numbers to come
 - No hiccups
 - Simi to verify teacher lists match with edukits list
- Back to School Night
 - Aug 27th:
 - Grades 1-3 :@ 5:15-6
 - Grades TK/K & 4-5 @ 6:15-7
 - WINS will be there,
 - Clubs to be on silver tables during BTSN
 - Sandwich boards to be out during BTSN
 - Encourage families to subscribe to newsletter
 - Rebecca to provide teachers with QR code on flier for classroom
- Corporate Sponsorship
 - \$15,650 current numbers
 - Upped Knowledge Quest to Bronze - WINS to cover \$50
 - Over 20 year working relationship with KQ
 - Return Sponsors
 - Some have declined the opportunity to partner this year
 - We have several that are returning

CFO & Treasurer Updates // Tanuja and Tatiana and Bharathi

- Financial updates
 - MAD drive
 - Spirit wear
 - Simi to provide Tanuja with teacher rosters

Fundraising Updates // Stacey

- MAD Drive
 - Room parents
 - Push to get room parents dialed in
 - Push MAD drive
 - Emailing on weekly basis on Sunday to encourage enrollment
 - Blast to go out in Wednesday Packet
 - Weekly emails begin on Sunday

Communications Updates // Rebecca

- Updates
 - Newsletter is showing huge reach this year, so far
 - Rebecca to provide Devin with flier

CIP Updates // Simi

- Water filling station- received 1
 - SJUSD provided
- Garden Project

- Added a stabilizing spray to the gravel
- Wrapping up project - walk through happening today
- As of now, under \$30,000 budget

Open Floor (10 minutes) // All

- Mystery Science Subscription- Ongoing for school wide access.
 - \$1,795 to renew for academic year
 - Proposal to renew Mystery Science Subscription to come out of Technology Line (budget)
 - Simi to propose
 - Rebecca, Stacey, Tanuja, Jennifer, Simi vote: yes
 - Passes

Adjourn 3:16pm

=====

***Email Votes:**

1. **June 20//** Specialist Checks vote: Specialist salaries total \$143,275.60. This amount exceeds our budgeted figure of \$131,500 for these expenses by \$11,775.60, approved.
2. **July 12//** Outsourcing Webmaster Duties- \$250/month for 6 months- 1 year- no contract necessary, or until a new webmaster steps in and we are okay with letting the vendor go. Proposed \$3,000, passed.
3. **July 19//** Garden CIP for \$27,000. Rebecca suggested wiggle room, proposed \$30,000, passed.
4. **July 20//** After School Enrichment Program. Amended contract to suit our needs, \$500 for instruments passed.
5. **July 26//** We have 2 parking spots for co-Presidents but we only have 1 President. Proposed to allow one spot to be purchased since it will not be used. Approved.
6. **August 1//** Parking lot signs, stakes, hardware. Proposed \$350, approved.
7. **August 2//** Proposal to give every brand new teacher to Williams (including two specialists) \$1,000/each to set up a classroom and gather necessary supplies. Approved.
8. **August 2//** Proposed to approve \$500 to TSAL Budget to add coffee cart allowances throughout the year. Approved.
9. **August 7//** May minutes proposed for approval. Passed.
10. **August 8//** Proposed Teacher Incentive Increase [MAD] to \$500 from \$300, Approved.
11. **August 8//** Vendors book their own facilitron slots and be reimbursed, WINS books Facilitron for volunteer parent led programs for 2024-2025. Moving forward, vendors will pay their own Facilitron fees after this 2024-2025 school year. Approved.