



WILLIAMS WINS BOARD MEETING AGENDA & MEETING NOTES

MEETING DATE: October 13, 2025

MEETING TIME: 2:30 pm

MEETING LOCATION: Williams Library & Google Meets

REQUESTED ATTENDEES

[X] Laura Limasa – Co-President

[X] Stacey Gingery – Co-President

[] Gina Pham – CFO

[X] Andy Park – Treasurer

[X] Whitney Beaver – Secretary

[] Jenna Dobrenz – VP of Communications

[X] Amy Kuoyang – Co VP of Fundraising

[X] Edlyn Chang – Co VP of Fundraising

[] Kelly Minister – Webmaster

[X] Devin Blizzard – Principal

[X] Jodi McCash – Upper Grade Teacher Rep

[X] Katrina Alevizos – Lower Grade Teacher Rep

AGENDA ITEMS

Welcome // Stacey

Call to Order:

- 2:34 pm

Approval of Previous Minutes // Whitney

- Approved via email and was posted on the WINS site on September 15
- Presidents Motioned to approve September minutes
 - VP Fundraising Seconded
 - All in favor
 - PASSED

Principal Updates // Dr. Blizzard

- School site safety plan
 - Tracking drills/updating public
- Science camp was a success
 - Went earlier and 5th graders did well
- Teachers are prepping for parent teacher conferences

Teacher Updates // Katrina and Jodi

- Wanted to confirm monthly luncheons timing
 - Create calendar to update teachers

Community Updates // Stacey & Laura

- Completed/Ongoing Events
 - Spirit Wear Sales
 - 569 items sold
 - Vests sold out and families will be reimbursed
 - All Spirit Wear distributed to classes on 10/7
 - Exploring new vendors for next year due to availability and quality of merchandise
 - Yearbook Sales
 - 248 - orders sold (450 - estimated orders)
 - 11/4 Deadline to submit 5th grade baby portraits
 - 12/5 Deadline to submit Cover Art Contest entries
 - 1/1 Update Website with increased pricing & updated copy
- Cancelled Events
 - Parent's Night Out 9/20
 - Those who purchased tickets were refunded
 - Event will potentially be rescheduled
 - Need communication via the teachers as well
- Upcoming Events
 - Diwali Celebration Week of 10/13
 - 3rd Annual Diwali Celebration Week at Williams
 - Diwali falls on October 20, Diwali presentations in the classroom will start Monday October 13th through October 17th (inclusive)
 - Diwali presentation on the 17th at flag
 - Walk-A-Thon 10/17
 - Registration opened to the school on September 19
 - Volunteer registrations opened October 7
 - 300 students have signed up
 - Fundraising is low - need better communication on how to sign up
 - Requesting weekly blurbs that teachers can resend to their classes (want to make sure teachers are sharing the correct information)

CFO & Treasurer Updates // Gina & Andy

- Financial Updates
 - Opening Bal: \$485,224.10
 - Closing Bal: \$564,222.66
 - Revenue: \$94,841.98
 - Expenses: \$20,851.54
 - Net Profit/(Loss): \$73,990.44

Fundraising Updates // Amy & Edlyn

- Make-A-Difference Drive
 - Parent donations: \$90,694.50
 - Company matching: \$60,085.90
 - Total: \$150,780.40

Communications Updates // Jenna & Kelly

- Glitch in the Spirit Wear website that allowed for ordering past the due date when using QR code - Fixed the issue and reimbursed orders made past the date
 - Can we include a Spirit Wear sales form to include in 1st Day of School packets (to help increase sales)

Corporate Sponsor Updates // Jenna

- N/A

Open Floor (10 minutes) // All

- A parent approached Dr. Blizzard about the school celebrating Persian New Year
 - Ideas: Flag presentation and dress in cultural clothing, Booth at Heritage Day
- Should we pre-purchase Spirit Wear shirts ahead of time?
 - Sponsors change year to year, so hard to keep appropriate amount in stock
 - We are working on fixing the delayed arrival of shirts for next year

Adjourn - End Time: 3:02 pm

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September minutes approved via email on September 15.