



WILLIAMS WINS BOARD MEETING AGENDA & MEETING NOTES

MEETING DATE: September 8, 2025

MEETING TIME: 2:30 pm

MEETING LOCATION: Williams Library & Google Meets

REQUESTED ATTENDEES

[X] Laura Limasa – Co-President

[X] Stacey Gingery – Co-President

[X] Gina Pham – CFO

[X] Andy Park – Treasurer

[X] Whitney Beaver – Secretary

[X] 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

[] Jodi McCash – Upper Grade Teacher Rep

[X] Katrina Alevizos – Lower Grade Teacher Rep

AGENDA ITEMS

Welcome // Laura & Stacey

Call to Order: 2:37 pm

- Welcome!

Approval of Previous Minutes // Whitney

- Stacey Motioned to approve September minutes
 - Co-VPs of Fundraising Seconded
 - All in favor
 - PASSED

Principal Updates // Dr. Blizzard

- School Safety - hiring a consultant
 - Human error is the #1 issue / well trained school staff and making sure children know the plan is the best asset
 - Fire drills - 10x a year

Teacher Updates // Katrina and Jodi

- Teachers would like grade specific communication re: MAD Drive to cascade directly to parents
 - WINS Drive works WITH the staff not FOR the staff
 - Count on MAD Drive so we can continue programs in the future
 - Currently at 60% school-wide participation (goal is 80%)
 - Promote teacher participation rates/communication

Community Updates // Stacey & Laura

- TK/Kinder Picnic, Ice Cream Social & Movie Night 8/15
 - Successful community event for the viewing of Inside Out
- Fall Book Fair 8/25-8/27
 - Mini book fair to align with Back to School Night
 - Will move to November and do 5 versus 3 days moving forward
 - Next book fair to align with Open House
- Back to School Night 8/26
 - Shared WINS presentation ahead of time with teachers
 - Opted out of having a WINS table since traffic is historically very low
- Spirit Wear Sales
 - 569 individual items sold
 - Official order link has been closed/items delivered by end of the month
 - Exploring new vendor for general Spirit Wear Sales for next year (need more items in stock and ability to print to order)
- Yearbook Sales
 - Communication via WhatsApp groups
 - WINS will purchase Yearbooks for teachers interested in receiving one
- Upcoming Events
 - Parent's Night Out 9/20
 - 5-9 PM at Almaden Home
 - Flyers sent home this week
 - Tickets: \$55 Early Bird ; \$60 After September 15th
 - Diwali Celebration Week of 10/13
 - Dance performance by Leland
 - Activities during the week
 - Walk-A-Thon 10/17
 - Announcing at flag 9/19
 - Announce to Kinder/TK at flag pole/morning line
 - Need teachers who want to volunteer to dress up
- Support for Room Parents
 - Room Parent Guides sent out
 - Stacey to potentially host informational room parent meeting if there is a need
- Support for Event & Program Chairs
 - Shared WINS Program & Event Chair Guide with budget

CFO & Treasurer Updates // Gina & Andy

- Financial Updates
 - Opening balance: \$438,135.67
 - Total Revenue: \$83,096.91
 - Total Expenses: \$26,522.07
 - Net Profit/(Loss): \$56,574.84
 - Closing Balance: \$485,224.10

Fundraising Updates // Amy & Edlyn

- Make-A-Difference Drive
 - 60% school participation
 - Need to increase awareness around budget and how it directly contributes to their children's experience at Williams (grade specific)
 - WINS Drive extended until September 19th

Communications Updates // Jenna & Kelly

- Newsletter & Social Media Strategy
 - Connect with all of the clubs to promote what MAD is covering/programs we have on campus

Corporate Sponsor Updates // Jenna

- Want to make sponsors feel included and part of the Williams community
 - Provide t-shirts with their logo

Open Floor (10 minutes) // All

- Thank you!

Adjourn - End Time: 3:28pm

=====

August minutes approved via email on August 21.