



KAIROS PUBLIC SCHOOLS
Kairos Parent Advisory Council
2025-2026 School Year

Wednesday, Jan. 14, 2026
8:30AM, Sunflower Campus
Open Meeting

Next Meeting: 8:30 AM, February 11 @ Elm Campus

Meeting Minutes

- **Greeting & Opening of Meeting - Andrea Davis**
 - Meeting opened at 0840
- **Approval of Minutes from December Meeting - Andrea Davis**
 - Motion to approve: Andrea Davis on 12/14/25
 - Approved by: Allison Szasz and seconded by Erica Ellis on 12/15/25
 - KPAC Meeting Minutes can be found on the Kairos website, on the PAC page
- **Treasurer Update - Allison Szasz**
 - Current KPAC Treasury balances
 - Checking: \$29,156.20
 - Savings: \$125,000
 - Major expenses from 12/10/25 - 01/13/26
 - Mini Grant - Mrs. Coons - \$300
 - RVNA Insurance - \$418
 - Upcoming expenses
 - Luminary High School Winter Ball - Food & Drinks
 - Father Daughter Dance - Decor, Food & Drinks
 - Mini Grant Update
 - Mrs. Coons (4th Grade) - \$300
 - 1 Thermal Laminate Activity Table (Amazon)
 - Elm Campus Monitors - \$304
 - 6 Custom Sweatshirts (Marquez Customs), 3 Crossbody Bags & 2 Fanny Packs (Amazon)
 - Mr. Gilbert (Elm Custodial) - \$330
 - Multi-Functional Trimming Tool & 110 Piece Screwdriver Drill Bit Set
- **KLAHS Coffee Cart Proposal - Betsy Madigan, Director of Student Services and Special Ed**
 - Kairos Workability programs support students with IEPs, 504s, and other study skills needs. The purpose is to give them job skills and real life goals
 - Plans to launch the Kairos Coffee Cart, functioning as a retail/service opportunity—students can act as baristas, greeters, cashiers, community connection
 - Journey coffee is donating the cart itself and the coffee beans to be used. A field trip to Journey to learn about the roasting/making process was done last semester.
 - There will be coffee, tea, and hot chocolate.
 - Should be launching end of January, expenses more than expected: requesting funding help purchasing supplies, such as a coffee grinder, coffee urn, aprons, gloves, cups & lids, etc. Estimate for those start-up materials is approximately \$700. The hope is that the revenue generated by the cart will be enough to cover ongoing expenses (such as disposable cups, etc.)
 - Presented a video by another school whose special education program has experienced success with a coffee cart
 - Hopes to eventually include food/baked goods, suggestions for where to look for donations were Solano Baking Company and Pure Grain Bakery (Kairos family)
 - Suggestion made to have the coffee cart at VIP & Me dance if it's ready by then?
 - PAC members asked how money would be handled (not realistic to have a PAC member overseeing monetary transactions at the cart): Mrs. Madigan said it would be an old-fashioned cash box with a lock. A student, overseen by a staff member, will be in charge of the box, and at the end of each selling day/event the amounts will be signed off by staff and student and put in safe. This procedure has been discussed with and approved by Christina Patterson, Kairos CFO.



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- Since funds from Fun Run are designated for Kairos and not earmarked for any specific purpose, we just need Jared Austin's permission to use those funds for Coffee Cart expenses (will not need to be voted on by PAC if he approves).
- **Staff & Teacher Appreciation Committee (STAC) - Lisa Wolin, on behalf of the STAC Committee**
 - February STAC Event: Mini bundt cakes on Feb 11 for Elm campus
 - We probably need to identify a KISP/KLA representative for STAC on those campuses
 - Staff Appreciation March 23-27, STAC needs to know what spaces could be available to plan for events that week. Jon Sibug will touch base with Mrs. Hobbs and Jared to see what room(s) can be used.
- **Mother Son/VIP & Me Update - Lisa Wolin**
 - Feb 14, 11 am, Brenden Theaters. The movie is G.O.A.T. Announcement with QR will be put on Parent Square. 6 signups already from the Instagram post.
- **KPAC President Update - Stephanie Coleman**
 - KPAC position vacancy - KISP Representative. Larae Spady asked to step down from position, approved to leave by PAC 01/05/26. Vacancy should be promoted through KISP channels.
 - Staff Party Recap
 - Party had 90 attendees out of 105 staff members
 - Staff Survey results: 38 people have taken the survey so far, with good feedback and suggestions. Recommended changes made to sound system and possibly changing up gift exchange/team activity. Timing of event seemed to work for most people. The desserts went very quickly, possibly wait to put out boxes until closer to the end of the event so all attendees have more opportunity to partake. All but one of the surveys rated the event 4 or more out of 5.
 - Thank you card for Russo Family will be sent around today, open to being signed by more people. They donated the venue, wine for the event and also a bottle for each staff member to take home.
 - Parent Volunteer Program
 - Contest results: Classroom winner was Mrs. Rangel's kindergarten class, with almost 59 hours. Single volunteer was Monica Casas with 89 hours, runner-up was Lindsay Hunter with 47 hours.
 - Since this was originally expected to be a quarterly contest, which has become semesterly, proposed to award both individual winners (\$25 Amazon gift card).
 - New contest began on Jan. 6
 - No hours logged for KISP or KLAHS (not indicative of a lack of volunteers, just not logged). Need to push for next semester. What does that look like for these campuses?
 - Need a reminder that monetary donations work as equivalent to hours
 - Parent Square notification/reminder
 - Jen Burton (KISP) requested an email that could be forwarded to the advisors, asking if there are any upcoming volunteer opportunities
 - For KLAHS, James Buescher has some ideas and will reach out to staff to get ideas for parent volunteers as well (Fun Friday, donations, chaperones, drivers, etc.) Volunteering for a high school will look a little different but can put together a list of opportunities
 - Can contribute to earning us grant money/eligibility if we have lots of volunteer hours logged!
 - Kairos Alumni Scholarship Changes
 - \$500 increased to \$1,000 for up to 5 recipients
 - Recommendation to change applicable schools to all high schools in Solano County—current application lists only Buckingham, Kimme, Vaca High, Wood, Vanden. Amanda Cullinan says all Solano schools would be eligible, but they don't currently receive an email (Ernest Kimme may no longer be eligible, due to change in status to continuation school).
 - Current method of promoting scholarship opportunities is sending emails to past parents, and promoting on social media and in newsletter. As far as reaching out to schools via



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email, we can remove any school-specific language in application. James thinks not many schools will promote the scholarship in a meaningful way.

- James brings up some kind of reward for service hours specifically for KLAHS? There is a rubric system to the application, so maybe an element can be added, or a separate option. KPAC needs to discuss.

➤ **VIP & Me Dance Update - Andrea Davis**

- Saturday, Jan 24, at Ulatis Community Center
- Tickets on sale now! We probably need another social push to stay visible, we're at about 180 attendees right now
- There are still a couple volunteer spots available!
- Touch base with Betsy Madigan re: coffee cart?

➤ **Dine & Donate Program - Erica Ellis**

- This Thursday, 1/15 at BJ's, 4-9 pm, 20% of sales go to school, use code JAN337 online

➤ **Gold Key Update - Amanda Cullinan**

- Theme revealed! Disco & Diamonds
- Returning sponsors can purchase sponsorships now, Eventbrite is live
- 11 returning sponsors so far 4 plat, 2 gold, 2 silver, 2 bronze
- Previous sponsors can purchase until 01/18, new sponsors 01/19-02/01. Staff and board member tickets available 02/02-08 (\$85). General Admission available 02/09 (\$125)
- Sponsorship levels:
 - Platinum, \$2000
 - Full table (8 tickets)
 - Gold, \$1000
 - Half table (4 tickets)
 - Silver, \$500
 - 2 tickets
 - Bronze, \$300
 - 2 tickets
- Silent auction via online platform (GiveButter), how are we letting people know/plan for that?
 - Announcement will be made known a little closer to the event
- Recommendation to put Gold Key flyers at check-in desk for VIP & Me
- Tax donor receipts due at end of month, need to make sure all emails are correct.
- Next Gold Key meeting today after PAC

➤ **Administrative Updates - Mr. Austin, Mrs. Shebley, Mrs. Hobbs, Mr. Sibug & Mr. Buescher**

- KISP update, Jen Burton
 - KISP is receiving a lot of requests to tour the high school, so scholars are working on a promo video to tour all of the campuses.
- KLAHS update, James Buescher
 - Student holiday party and gift exchange, opportunity to write on studs of high school building before enclosure. Very popular.
 - Garden/Campus Beautification done as an Eagle Scout project by a student
 - Upcoming Fun Friday will be Broomball
 - Winter Dance, "City of Stars," happening at Journey Downtown.
 - New courses being offered in the spring semester will include Criminal Justice, Personal Finance, and more
- Elm Campus Update, Jon Sibug
 - New middle school art teacher, Sahar Assifi. Kids have been really receptive.
 - Middle School honor roll letters went out yesterday—GPA of 3.25 and up make the honor roll, 3.75 and up make principal's honor roll. Only 39 middle schoolers did not achieve 3.25, which is the biggest honor roll group so far. Everyone above 2.0.
 - Elm campus busy over the next week, including the Yoyo assembly, honor roll parade, livestream for Elm's open enrollment questions, Kindness Week, MLK day

➤ **General Discussion / Questions - All**



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- Andrea Davis brought up youth community theater performances upcoming, which include current and former Kairos students. Mr. Sibug requested a flyer to include in parent newsletter.
- **Close Meeting - Andrea Davis**
 - Meeting closed at 0959