



PACE Board Meeting Minutes

Tuesday, June 02, 2026

Welcome and Introductions:

Meeting call to Order: 7:04 pm by Chris Gray

Attendance recorded – Xiaomei Mo (Attendance is attached at the end of these minutes and includes both the current 2025–2026 Board members and the incoming 2026–2027 Board members who attended the meeting.)

Mission Statement – Holly Quindt

Holly read the mission statement. Following the mission statement, Holly expressed her appreciation to Chris Gray for her leadership and dedication as PACE President during the 2025–2026 school year. Holly thanked Chris for her countless volunteer hours, thoughtful leadership, and commitment to supporting students, teachers, and families throughout the year.

Approvals / Action Items – Chris Gray

Approval of Board Meeting Minutes from 04/21/2026 by all board members. No recommended edits. Minutes approved as distributed. Meeting minutes will be archived.

Draft 2026–2027 Calendar – Chris Gray

Chris shared that the new PACE events calendar has not yet been finalized, and additional information is expected later this week. The board discussed planning for next year's schedule and noted that the next PACE Board Meeting may be held on August 10. Additional program dates and enrichment events will be finalized once the district calendar becomes available.

2026–2027 PACE Board Roster – Chris Gray & Holly Quindt

Chris and Holly announced that the 2026–2027 PACE Board roster has been finalized.

Key transition updates include: Incoming board members are encouraged to connect with the current volunteer serving in their role to review responsibilities, annual activities, and transition materials. The IT team will contact new board members regarding the PACE email account setup. Board members are encouraged to review the OneDrive and

SharePoint folders, which contain documentation and historical resources for each position. Members should also refer to the Board Roster when coordinating with other volunteers for upcoming events and responsibilities.

The official transition to new board positions will begin on July 1, 2026. Email accounts and other technical setup items will continue throughout July and early August, with more communication expected before the beginning of the school year. For School Coordinators, Holly encouraged volunteers to reach out to teachers before school begins to establish communication and offer support. She noted that nearly half of the teachers joining PACE last year were new to the program, and early communication can help reduce anxiety and ensure a smoother start to the school year.

PACE Family Survey Results – Holly Quindt

Holly presented the results from the recent PACE Family Survey, which has received 31 responses so far.

Major themes from the survey included:

- Families identified field trips, enrichments, and the strong PACE community as the primary reasons they participate in the program.
- Field trips and Outdoor Education ranked as the highest priorities among enrichment opportunities.
- Many families preferred maintaining enrichment experiences while increasing fundraising efforts rather than reducing programming.
- Survey comments highlighted the importance of community involvement, parent participation, and meaningful student experiences.
- Feedback regarding Spanish enrichment suggested maintaining cultural and language experiences while exploring future improvements.
- The majority of respondents supported continuing the Fall Festival, with many preferring a Wednesday after-school format.

The Board reviewed the survey results question by question and discussed ways to improve events and programming for next year. The Board agreed that the survey provides valuable guidance for future budget planning and program priorities. The survey will remain open to collect additional feedback from families.

Treasurer's Report – Cynthia Tran

Cynthia provided an overview of the Treasurer's Report for May 2026. Highlights that Several invoices, like field trip invoices, are still being processed, and final year-end financial numbers may change slightly as outstanding expenses are reconciled. Current total bank balance is \$68,213.45. The organization remains in a stable financial position with sufficient reserves for future programming.

The Board thanked Cynthia for the financial management throughout the school year.

Membership Chair – Kaytlyn Hoch

Kaytlyn shared that the 2026–2027 PACE family enrollment is now complete. Membership information has been transferred to the incoming team. Board members who need family contact information are encouraged to reach out to the Membership Chair. Several summer community activities and meetups are currently being planned. Additional information will be shared in July, and community meetups are tentatively planned for late July to help new and returning families connect before the school year begins.

Adjournment – Holly Quindt

The meeting was adjourned at 8:04 p.m. by Holly Quindt.

Following the meeting, the current 2025–2026 Board members and the incoming 2026–2027 Board members met individually to discuss the transition of their respective roles and responsibilities. Board members shared important information, annual timelines, key resources, and best practices to help ensure a smooth handoff and a successful start for the new Board term.

Attendance: (23)

- Holly Quindt
- Kaytlyn Hoch
- Rachel Ogurkow
- Alisa Hanft
- Shoshana Blank
- Karen Nijher
- Julia van Rensburg
- Cynthia Tran
- Verenice Bendaña

- Melissa Trygg
- Rebecca Skoog
- Chris Gray
- Natalie Razem
- Xiaomei Mo
- Nina Madson
- Monica Kachmarik
- Akshay Ram
- Rikki Pierotti
- Laura Lorenzo
- Amy Lindblom
- Gloria Park
- Roland Radtke
- Johannah Crogan