



MINUTES

E-TEAM BOARD 2019-2020 (Transition Meeting)

May 21, 2019

6:30pm

Encino Charter Elementary School, Outside cafeteria

I. Welcome /Call to Order

Out going Co-Presidents Allyssa DelPiano & Erin Aghai called the E-Team's (last meeting of the 2018-2020 outgoing board) to order at **6:55pm** at Encino Charter Elementary School, *Outside Cafeteria*. Those in attendance and constituting a quorum were:

Present:

OUTGOING BOARD MEMBERS:

Co-Presidents – Erin Aghai & Allyssa DelPiano
Recording Secretary – Alex Wolfe
Corresponding Secretary – Lisa Clayden
Co-Treasurers – Geraldine Hernandez-Abisoror & Jennifer Hatton
Co-VP of Fundraising – Danielle Brooks & Kristin Moss (late)
Co-VP of Student Services – Jamie Grossman & Kim Bishop (Absent)

Kinder Advisor - Stephanie Porter
1st grade Advisor – Christina Weiss (absent)
2nd grade Advisor – Gelila Hurwitz
3rd grade Advisor –Chelci Skrifars (absent)
4th grade Advisor – Allyson Nevil
5th grade Advisor – Honor Dunn
Principal - Christine Chun
Teacher - Alex Zwick

NEW BOARD MEMBERS as of 5/21/19 8:15pm)

Co-Presidents – Jamie Grossman & Geraldine Hernandez-Abisoror
Recording Secretary – Lisa Clayden
Corresponding Secretary – Kim Garr
Co-Treasurers – Kristen Lebovic & Matt Weiss
Co-VP of Fundraising – Lori Gordon & Kelly Kozakov
VP of Student Services – Sanaz Jedian

Kinder Advisor - Stephanie Porter
1st grade Advisor – Lisa Hermes
2nd grade Advisor – Laila Parsi
3rd grade Advisor –Deborah Levinrad
4th grade Advisor – Erin Aghai
5th grade Advisor – Kristin Moss
Principal - Christine Chun
Teacher - Alex Zwick

Absent: Christina Weiss, 1st Grade Advisor, Chelcie Skrifvars, 2nd Grade Advisor, Kim Bishop, Co- VP Student Services

II. Minutes Approval -

III. Welcome/Introductions

IV. Principals Corner (Christine Chun)

• Upcoming events – Jr. Olympics (5/24), Minimum Days (week of 6/3 except Tuesday which is regular release), 5th Grade Culmination (6/6). Regular minimum day 6/7 for entire school.

V. Steam Night - Action Items:

- Have STEAM Committee and also a faculty committee
- Better coordination of date/time
- More volunteers
- Longer lead time for projects
- Highlight art and ballroom dancing

VI. Computer Science Lab Update

• Replace desktops with laptops to allow more room for robotics and hands on programming projects. Should not affect budget too much. Need to determine what to do with existing desktops, some will go to classrooms for AR. Remainder TBD.

VII. Enrichment

- New committee is in place for next year headed by Christina Weiss
- Mr. Rodriguez will not offer enrichment classes due to his work schedule

VIII. Gala Post Mortem (per Kristin Moss, Co-VP Fundraising/ Gala Co-Chair)

- \$3K over goal
- Highest corporate sponsor ever from Dr. Bitz (PENDING RECEIPT of CHECK per Treasurers)
- Invest in audio system next year
- Streamline teacher coordination next year
- Parent parties did well at \$10K/Online auction was most successful ever
- Next Gala will be March 28, 2020

IX. Talent Show (per Kristin Moss, Co-VP Fundraising/ Talent Show Co-Chair)

- New online ticketing and seating system
- Tickets are selling well
- Look at running this as a enrichment/fundraiser for next year??

X. End of Year Business

- Rocky start with Annual Giving
- Implemented weekly newsletter
- Hired two new aides this year
- Helped transition Ms. Yvonne to a traveling cart
- Successful fundraising year
- Update Chase Banking Signers (remove Old Officers - Erin Aghai & Allyssa DelPiano, Co-Presidents w/ Jamie Grossman & Geraldine Hernandez-Abisror new Co-Presidents and remove Jennifer Hatton, Co-Treasurer with new Co-Treasurers Matt Weiss and Kristin Lebovic)
- Update PTO- Insurance, Taxes, CPA, Licenses w/New Officers

XI. End of Year Treasurers Report

- Presented actual year-to-date report (Jennifer Hatton)
- Reconciled through the most recent bank statement 4/2019 (Jennifer Hatton, Recording Co-Treasurer)

XII. End of the Year Gratitude E-Team Gift

- All contributions will be split evenly with 5 E-Team Teachers

XIII. End of the Year Party of Teachers

- Last day of school 6/11/19 -1:00pm - Lunch, Auditorium

XIV. Next Meeting: 8:20pm - Auditorium (New Board)

X. Adjournment: at 8:15pm by out going Co-President Erin Aghai