

E-TEAM Board Meeting 3/13/18
7pm @ ECES in Teacher's Lounge

ATTENDEES:

- Co-Presidents- Erin Aghai
- Co-VP of Student Services- Kim Bishop
- Co-VP of Fundraising – Kristin Moss & Danielle Brooks
- Co-Treasurers – Angela Hartmann & Geraldine Hernandez
- Recording Secretary- Alex Wolfe
- Kinder Advisor- Kim Garr
- 2nd grade Advisor- Arwen Williams
- 5th grade Advisor- Melissa Davis
- Principal: Christine Chun

PRINCIPALS CORNER

- New Charter Budget Requests will be submitted 4/27. (All pending LASUD District budget approval):
 - Write from the Beginning - New Writing Program for(2018-2019) Program Cost: \$15,000
 - Teacher and Supervision Aids. Cost: 12K
 - a. We have 6 PT SAs now (3 hours p/day), requesting 3 more FT SAs (5-6 hours per day/w/ benefits).
- NED Assembly
 - Popular Yo-Yo Sale begins before school from 3/14 - 3/20 with possible afterschool sales on Friday (pizza sale)
 - a. pricing as follows - \$8.00/\$10.00/\$15.00 Accessories are \$5.00/\$8.00
 - b. Checks are to be made payable to ETEAM, not Encino Charter.
 - Sales Teams to use Pizza sales cash box (has \$40 inside, make sure not to include in yo-yo sales)
- March 14th – National school walk-out day action plan
 - Ms. Chun is discouraging an actual walk-out due to age of our students. Will recognize in an age appropriate way:
 - a. Ned Show timing aligns with walk out day. Teachers will conduct kindness & safety activities throughout the day. Upper grade teachers may discuss national activity but again, in age appropriate/non-political way.

TREASURERS REPORT

- Ralph's: awaiting new/revised payment (was accidentally deposited to Charter budget account).
 - YTD \$8,515.00. \$2,515 over our goal of \$6k!
- Amazon YTD \$932.00
- 5K:
 - Stronger YOY participation for our school. Awaiting final accounting from Lanai and Hesby. Profit split will be an even 3-way split.
 - This years goal is 4K (vs. \$2,300 last year) Estimating \$3,200-\$3,300 (\$800 under budget)
 - Plans in motion for next year including: Domain name purchased new committee established.
 - We should keep expectations for budget planning meeting as this is a strong community event vs. fundraising event. Have done it solo before but sponsor dollars have a lot more potential w/ 3 schools.
- Capital Improvement Fund: YTD we have used \$4,243.00 out of \$20,000. Need to confirm next step spending pending Charter Budget approval including:
 - Outdoor PA system (Alex Wolfe researching LAUSD 300% upcharge to install independently as necessary to maintain ECES school safety)
 - Vinyl slats for gates (privacy). Ms. Chun received LAUSD quote of \$15K (not the blue tarp like kinder yard). Need 2nd quote.

- Walkie Talkies for all SAs. 7 were already ordered. \$325 each. (this will definitely come out of our capital improvement budget)
- Library carpet (cost TBC)
- Foam wedges – classroom doors (for quick locking in emergency situation)
- Buzz in door – camera and intercom main office. Estimate is \$23K

SAFETY MEETING (3/21)

- No child care will be provided.
- Agenda will discuss parent safety concerns and new policies for next year including:
 - Modified Closed Campus Announcement. Parents can drop off and stay only on Monday for morning assembly. Tuesday-Friday, parents drop off at gates manned by teacher or aid.
 - Pick-up – Gates will remain locked until bell has rung. Still in discussion as to whether parents will use a valet line. 15 min after bell, all gates except YS will be locked.
 - Valet drop off discussion. Look into hiring company through LADOT. Need to examine the drop off process with Chun and discuss options.
 - Gun Safety

SAFETY

- New Stop signs ordered for traffic duty. (1 disappeared, the other has STOP/SLOW vs. both STOP)
- New playground surfacing is being installed over summer break.
- Alex alerted Ms. Chun re: possible LAUSD playground safety requirements we may not be following including signage for
 - Ages of children allowed on equipment. Playground rules. Bathroom Buddy System.
 - i. ECES has age sticker but needs to be replaced. Bathroom
 - ii. Ms. Chun will remind teachers re: bathroom buddy system and confirm compliance necessity.

GRANTS:

- Alex researching (501c) potential grants we qualify for but needs direction for what we need. She also suggested that we put in a budget for a grant writer – possibly per hour or per grant but current budget does not allow for that. Grant research includes:
 1. Home Depot Grant
 2. School Garden Grant
 3. Playground Grant – Peaceful Playground funding
 4. Shade Structure Grant
 5. Teacher Grant
 6. Literacy and STEAM Grant
 - a. Will discuss further next meeting or prior to

GALA

- 55 tickets sold to date, pre-sale ticket price ends 3/23. Last year a total of 140 tickets sold.
- Survey results reviewed – 43 respondents (refer to survey results handout)
 - Auditorium lighting & sound 3.3
 - Positive play recess program 3.2
 - Additional Aid 2.8
 - Play structure shade 2.6

- Psychiatric social worker/play coach 3.2
- Raise the Paddle – what to fund for? Goal to find high motivation donation item, 1 time expensive, immediate execution for immediate parent community satisfaction/recognition.
 - There was much discussion about interpretation of E-TEAM budget. Different POVs on overall net gala vs. Raise the Paddle line item. Net of discussion is, raise the paddle must remain its own line item. If we raise more than allocated budget, overage will roll over into general funds and spend will be voted on as normal. It's possible raise the paddle and general spending will coincide.
- 1. Play Structure: Per Ms. Chun, bid is \$100k (will confirm this is covers 1 or 2). Would be a 2 year roll out.
- 2. 2 part time aids
- 3. Auditorium sound and lighting - \$28,000-\$50,000 to upgrade.
- 4. Play works program and positive play (brought in by Kristin)
 - Alex found a comparable program called Peaceful Playground. Cost is \$3,500-\$5,500 (one time)
 - Alex to see if we can obtain a grant to pay for it.
 - Similar to Playworks, this program blueprints, playground stencils, and playground game guides for teachers and students for positive play. Bullying, injuries and overall aggression is promised to be reduced substantially. Includes staff/aid training in conflict resolution. World map and other stencils can also be used as an outdoor classroom. Fitness exercise stencils and equipment included.

COMMUNICATION

- A few board members conveyed strong concerns about communication flow with way too many emails being sent out via Constant Contact, Shutterfly, E-Team etc..
 - LAUSD will hopefully implement a new program next year called 'Schoolgy' to help consolidate info
- Parent Squared was researched in the past but needs LAUSD/School Administration by in Schoolgy takes precedence. Program is also expensive and requires staff to run.
- Communication is recurring theme each year and continually needs to be monitored/addressed.

GOOD LIFE ORGANICS

- Willing to come to school to give samples to parents of the fruits and veggies that would come in subscription box.
- They have a new grant that would give up 600-800 seeds for a new school garden.

MISC.

- Per Melissa (5th Grade Advisor), 5th Grade fundraising is lower than anticipated. She's secured a Pancake Breakfast for 5th grade but everyone will be invited. Please promote once details are announced.
 - Additional benefit is who ever goes and gives them phone number (rewards), will then get 5% back to school every time they eat at The Stand.

Meeting ended 9:30PM