

E-TEAM Board Meeting 2/6/18
7pm @ School – Teacher's Lounge

Attendees:

- Co-Presidents- Erin Aghai & Allyssa DelPiano
- Co-VP of Student Services- Jamie Grossman & Kim Bishop
- Co-VP of Fundraising – Kristin Moss & Danielle Brooks
- Co-Treasurers – Angela Hartmann
- Corresponding Secretary- n/a
- Recording Secretary- Alex Wolfe
- Kinder Advisor- Kim Garr
- 1st grade Advisor – Philip An
- 2nd grade Advisor- Arwen Williams
- 3rd grade Advisor- n/a
- 4th grade Advisor – n/a
- 5th grade Advisor- n/a
- Teacher: Alex Zwick
- Principal: Christine Chun

1. PRINCIPALS CORNER

- **Clean up Encino** – March 3rd 8:00am-11:00am.
 - A student from Campbell Hall organized and Ms. Chun thought it would be a good idea to mention to our Encino families as another way to get involved within the community. Maybe mention on a Monday morning announcement?
 - FYI-families may not partake because it's the same day and time as Encino Little League opening day!
 - Put flyer onto school website.
- **PTO application fee is now waived** but Permits – still needed, just no application fee.
 - Ms. Chun mentioned LAUSD may be coming out with new blackboard system – SCHOOLIGY, is what app may be called if implemented.
- **Ned Show- Kind Campaign**
 - Our school-wide character education program centers around a 45 minute assembly called The NED Show. NED is a loveable cartoon character whose name is an acronym for **Never give up, Encourage others, and Do your best**. Teachers love that NED is simple, relatable and kid-focused.

- **The yo-yos that are available for purchase are a fun way for kids to literally put NED's message in motion!**
- Schools have 2 options.
 1. Pay \$1,700 for deluxe package (this includes a yo-yo for every student in attendance). \$1,200 assembly + \$500 yo-yos
 2. Pay it Forward (Information below)
 - Through the Pay-It-Forward payment option your school receives this \$1200 assembly at no cost. When you exceed \$1200 in sales, 10% of the entire proceeds will be awarded to your school in the form of a **GIFT CERTIFICATE** for character-messaged NED items—great for student rewards and incentives.
 - Sale runs for 5 days following the show (30 minutes a day) Cannot be during school hours.
 - No minimum sale requirement!
 - We pay return shipping on all unsold product!
 - We provide you with tips and a checklist on how to run a smooth & efficient sale.
 - Can we sell online instead of getting parent volunteers?
 - Cannot be during school hours.
 - Before or After school (15 min each time for total of 30 min)
 - Kinder and 1st grade advisors agreed to reach out to parents for volunteers.
- **YS has now hired a 2nd coach**
 - STARTED A WEEK AND A HALF AGO (2/2018).
 - COACH RAMONE
- **STEAM NIGHT** will be Thursday, MAY 10TH 5:30-7:00.
 - SCIENCE, BALLROOM DANCE, ROBOTICS AND ARTS – YVVONE ART-TEACHER.
 - TIE INTO ART SHOW OR EXHIBIT component with STEAM night. Visual arts. STEAM night makes sense to hold art exhibit. Last year, art work was displayed outside and parents were invited inside class to do art project with their kids.
 - Food truck or Restaurant night. Coordinate with a couple of restaurants – Fat Sal's and The Stand. Pre-sale, but restaurant night is better?
- **TAFT COMPLEX EXPO** will be Thursday, April 12th at Taft High School
 - We will show off student artwork AND robotics.
 - Everyone encouraged to come.
 - Neighboring schools will also be in attendance (Lanai, Nestle, Emilita, Portola)
- **OPEN HOUSE NIGHT** will be Thursday, April 19th
 - Food truck at last year's open house (Falafelicious)
 - Announcements for Talent Show will go out same day as Open House Night.
- **Pali camp** is April 9,10,11th

2. TREASURER

- Allyson Nevil has resigned from her position of CO-Treasurer with Angela Hartmann
- Geraldine Hernandez has been nominated and unanimously voted to replace Allyson's
 - Bio: Geraldine is a parent of a 1st grader. Daughter Issa in Ms. Bloom's class. Experience in political and event planning. She is also on Governance Charter board. She has agreed

to be Co-Treasurer for the remainder of the 2017-2019 term. She is helping to plan the 1st International event at Encino for next year 2018-2019.

3. TALENT SHOW WILL BE HELD IN MAY

- Mrs. Perez has agreed to come back from retirement, and will donate her time to conduct tryouts, manage rehearsals and produce the show.
- New process was implemented this year to help parents & students with the process and to combat the negative outcome from last year. To that end, a mandatory Parent meeting that was held on 1/30/18 and info was handed out as follows:
 - Each parent/student who came to the meeting is eligible to try out as long as they hand in the mandatory contract by 2/16/18.
 - Once audition flyers are turned in, we decided to hold another meeting for those parents for Mrs. Perez to touch base and set expectations and clear instructions.
 - We discussed the fact Mrs. Kmiec's class will perform as she has done in many other years. There was some parent pushback, but it was agreed that due to her background in theater and the precedent of doing it many years in a row – she will do it again this year. Last year her class did not perform, therefore some students want to come back for this years show.
 - If needed, a Talent show parent committee should be formed to help facilitate questions. Kim Garr said she will help with putting this committee together.
 - If Parents would like to recommend a new process for next year, they should contact Ms. Chun and make a recommendation. This is NOT an ETEAM event.

4. 5TH GRADE GRADUATION-

- Top line discussion of looking into lower/zero cost options for graduation ceremony. Portola, EPCC or Encino Community Center. EPCC is too small, can only seat 265 guests. Portola is not an option due to how far it is from campus. We've reached out to Encino Community Center for cost/seating capacity. We need a minimum of 500 chairs need to fit
- MELISSA DAVIS EXPLORING TO 5TH GRADE PANCAKE BREAKFAST AT THE STAND.
- 5th grade fundraising /support of the Benefit app had been lackluster which is sad because it requires no investment on parents part except the time of downloading and using the app!

5. READING ROCKS –February 26-march 2nd. Erin Aghai, Dawn Brown and Angela Hartmann

- Not spending a big budget on prize bags this year, but still offering students great incentives:
- TK-2nd grade – Dr. Seuss pencil, bookmark, eraser, McDonald's GC
- 3rd grade – Wonder pencil, bookmark, eraser, McDonald's GC
- Top 60 readers – Jamba juice, Menchies, kindness book and Skateland
- Top 6- Pieology, kindness book and \$5 gift for bowlero
- The week will be packed with fun activities including:
 - Monday – red & white day
 - Tuesday - Pajama
 - Wacky Wed
 - Thursday - Positive message
 - Friday Dress as favorite book character
 - Award ceremony is following Monday 3/5 (morning announcements).

- Erin will confirm if AR testing will have self check of allowing students to test above reading level, but not below.
- Arwen heard students do not want to participate because of not being able to test to higher level.
- *Eliminating class competition this year.*
- Code of ethics. Angela, Dawn and Erin Co-chairing.

6. MISC.

- **Metro Church** in the Valley interested in renting our campus for Sunday rentals. Positive feedback from other schools that have had them as tenants. Very respectful and leave areas used cleaner than they were.
 - Will be using auditorium and some classes.
 - 5th grade teachers and Mrs. Thorne has given okay to use.
 - not sure of what cut we get but it is a good chunk.
 - 1 pull out storage in auditorium out of the 3 we have is all they ask.
 - Overtime for custodial.
- **Spell it day**- maybe April or early May? Kristin & Danielle to confirm timing.
 - Flat donation, spell a couple of words.
 - Would want to do it on Friday because that's when spelling test are.
- **SBAC testing** will be in April
- **Teacher Appreciation is in May**

7. GALA OUTREACH WILL BE STARTING THIS WEEK.

- Auction Items (not all finalized)
 - i. Private plane trip
 - ii. Game of games
 - iii. Jimmy Kimmel
 - iv. Cabin in Mammoth
 - v. 4 seasons Santa Barbara
 - vi. Magic Johnson
 - vii. Americas Got Talent
 - viii. The Voice
 - ix. Trying to get personal baseball lesson with A-Rod
 - x. Print out forms and give out.
 - xi. Live auction items
- Invitations going out this week
- Grade level baskets
- Teacher Adventures
- Gala Goal is \$50K between actual event, auction and Raise the Paddle.
- We need to determine what we will vote on during the Raise the Paddle programs. Have to make sure parents understand some of these are one time costs vs. a RECURRING annual increase in our overall Fundraising budget. Options include:
 - i. AUDITORIUM SOUND AND LIGHTING: \$28K – 50K estimate to upgrade

- ii. (outdoor PA audio system upgrade) how would we go about getting estimate for PA system? LAUSD verified? Or outside source? Keep PA system as separate funding idea-not to be included with auditorium estimate.
- iii. Play structure shades. Have to be done by LAUSD – quote is \$100k. Sadly, LAUSD quotes are always 60-70% higher.
- iv. Auditorium upgrade: Eventbrite software for Reserve seating?
- v. Counselor PSW Wellness coaches at schools/School Psychologist. Social emotional issues – they work with students and families. Cost is approx \$20k per year for 1-day week. \$42k for 2 days.
- vi. Play Works. Non-profit program that focuses on building positive play/role modeling during recess and lunch time windows. The program helps build character and addresses bullying, negative play patterns and peer pressure.
 - 1. Cost is \$75k for year including the program plus staff to implement in.
 - 2. \$25k 1 week a month for year. School psych. Brought in.
 - 3. Demo taking place at Fenton Academy on Valentine’s Day. Ms. Chun cannot make it due to Principals’ meeting. Kristin Moss will look into other demo dates.
 - 4. Another idea would have teachers nominate 3-4 students per 3rd,4th,5th grade to be recess leaders.
- vii. Additional AIDES. Currently have 4 aids for each recess. Cost 23k to get an aide for 3 hours for 1 year (1 class) 1 time ask and others would be ongoing to keep up – parent survey
- viii. Science Position – we have money to cover another year. Will need to have an additional salary increase if 4th grade testing is implemented.

8. RECRUITMENT MIXER

- Need to start putting word out to parents that grade level advisor positions will be opening.
- Kim Garr will chair and Phil, Arwen and Alex will help.
- 5th grade shifted to co position? Committee?

9. GRADE LEVEL GET TOGETHERS

- NEED to get on the books now! Advisors to put on 2 per year. Could be Mom’s night, Dad’s night, Couple’s night, park playdate etc...

Meeting ended at 9:10pm