

Meeting Minutes

CHAPTER Board

October 4th, 2016 7:45am – 9:00am

Meeting Location – CHA Room 100

Board Attendance

	Steven Daly	X	Anita Varghese		Ed Gallas
X	Traci Williams	X	Ned Kandzor	X	Brian McKinley
X	Richard Chen		Latosha Smith		Cristy Anderson
X	Tracy Walker	X	Ruchi Bhutani		Shannon Daly
	Jim Eastwood	X	Susan Archer		
X	Holly Senaga	X	Maria Lau Hui		
	Sandeep Singhal		Sukriti Singhal		
X	Sarah Morlidge		Tiffany Kawasaki		
	Dianne Melling	X	Hina Sahi (Mishra)		

Welcome

The meeting started at 7:50am.

New board Business

- Review of Grants
 - Professional Development – Hand witting without tears, 4 teachers (Kristina Bernal, Danielle Carver, Debbie Fox, Hanna Hong), \$1080 -- **APPROVED**
 - Grant: Library (Lodwick); 3-5th grade to make book trailers (like Movie trailers) in joint technology and library project. \$750 - **APPROVED**
 - Professional Development Grant – wired for Reading Danielle Carver (1st grade), \$545 – **APPROVED**
 - Future grant will be for another Singapore Math visit (probably with math night in January)
- Policies – Lunch Program, Snack and Food Allergies
 - Questions about lunch items and portions. Older students do get a bigger portion. Seconds only given to those that are eating their whole, well balanced meal.

Upcoming Events & Discussions

1. Faculty Appreciation Luncheon – Parent Teacher Conferences: 11/29 (Maria)
 - One from goal setting conferences went well
2. Book Fair: October 17-21 (Lynn, Ammie & Masako)
 - All on track
3. Fall Festival October 21st – Any help from CHAPTER?
 - Need to let parents know they need to stay with their children
4. Mom's night out – 11/4 (Dianne)
 - Invites went out, will be similar to last year
 - Class reps should send out a communication about this.
 - Working on raffle permit with Steven and Sandeep

5. CHA Open House – 11/5 – CHAPTER Board Volunteers needed
 - Please email Holly if you can make it (11/5 9am – 11am)
6. Grade Level Social Planning before Thanksgiving (Class Reps)
 - All grades working hard on this

Reports and Updates

- CHAPTER Parent Meeting
 - One of the biggest meetings we have ever had (more than 50 came)
 - Lots of Kindergarten parents
- Curriculum night – CHAPTER Slide and Rep Introduction next year
- Walk-a-thon
 - Everything went smoothly, lots of volunteers to help with setup, running it and break down.
 - Do we need to replace the missing 2-3 tables?
 - Walk-a-thon T-shirt for the adults as a CHAPTER fundraiser?
- Skymania (Event Update and New Location Ideas)
 - Event went well
 - Pizza was way under ordered (need twice as many as from Skate King)
 - Skymania will be closing so we need to find a new location for next year’s fall event
 - Will be handing out food tickets at the next event for those who pre-register for the event – the people without tickets will have to wait to eat until those that pre-register are finished.
- Singapore Math Parent Education
 - 63 parents attended
 - Good overview of the program, what it is and what it isn’t
 - Looking at bringing her back in January to work with the teachers and during family math night
- School and Faculty Update (Holly)
 - Three new IAs to help in the classrooms.
 - Melissa Lodwick will be the CHAPTER teacher representative.
 - We will strictly enforce limit in childcare at events to those who have made reservations primarily due to safety and legal concerns.
- Treasurer’s Update / Budget Updates (Sandeep)
- Communications (Ned)
 - Have chapter facebook page link, and chapter sign up link on the end of every communication

Other Items / Actions

Actions from the meeting		
1	Determine if we need a document to let people know if they have already joined CHAPTER	Sandeep will potentially do this when the list of

		people needing to join is smaller 😊
2	Determine if we still want/need to have the summer picnic.	
3	Class Reps finalize grade level social and report out in 10/4 meeting.	
4	Class reps communication – Book fair, Mom’s night, grade level social, stay with kids during fall festival, % of grade that has joined chapter and a link to join	
5	Need board volunteers for the November 5 th open house 9am-11am Please contact Holly	
6	CHAPTER volunteer t-shirts – should we get them?	