

# Meeting Minutes

# CHAPTER Board

April 4th, 2017 7:45am – 9:00am

Meeting Location – CHA Room 100

## Board Attendance

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

## Agenda Item

### New Board Business

- Review of Grants
  - i. Lunar New year – **approved through finance committee**
  - ii. Wired for Reading Carver – **approved through finance committee**
  - iii. Keyboard Cover grant – **approved through finance committee**
  - iv. Newell EIE training grant – **approved in meeting**
    - 1. Training for Train the Trainer
  - v. Morman Singapore Math training grant – **approved in meeting**
    - 1. To add one more person and cover all expenses
    - 2. One math teacher from each grade going

### Upcoming Events & Discussions

- Set a Date for any Community Service Activity - Eastside Academy Lunches (Latosha)
  - There was an event on the CHA calendar that has passed.
  - We need to figure out a date - Don't schedule near end of May because there will be a student council food drive
  - Hope to schedule before the end of April.
- Flower Basket Deliveries (Susan/Hina)
  - Sold 20 less than last year (81 sold this year)
  - Will order an extra 9 to sell once they are onsite
- Faculty Appreciation Week 5/8-12 (Latosha, Ruchi, Maria)
  - Have already started planning
  - Same events as last year but perhaps adding express mani/pedis, maybe change one of the lunches to a food truck

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- All CHAPTER Meeting – Elections May (Traci)
  - How do we get more people involved? Usually only 5% participate in the voting.
  - Suggested we try electronic voting – **follow up needed**
  - Steven to check bylaws for everyone having an opportunity to participate
  - Need an email to the community to solicit volunteer for next year. May also use the signup genius to let people show interest in participating on the board. Current CHAPTER reps should try talking to people directly to join the board.
  - People who are committed for next year – Sukriti, Hina, Latosha
  
- Secure the location for End of Year Picnic 6/4 (Brian)
  - Vasa park is the location
  - The park is reserved, hot dog reserved, new magician, hamster balls
  - Still working with ice-cream vendor
  - There will be access to water/lake for kids to swim – there are lifeguards.
  - Need to schedule U-Haul for taking tables over (Danielson's helped last year)
  - Signup genius for setup and cleanup
  
- End of Year Gift Cards (Steven/Sandeep)
  - We have a line item in the budget for this.
  
- Summer Social (Susan)
  - Date right now is lined up with Dennis Uniform event
  - Potentially don't have a separate picnic but have food during the uniform event.
  - Perhaps just do a push to get more new families at the end of the year picnic
    - i. Maybe pair up a current student with a new student
    - ii. Need to be able to identify who the new people are so that they can meet each other

## Reports and Updates

- Auction 3/4
  - Best auction yet from a monetary perspective
  - Everyone loved the venue
  - About \$175,000 net revenue (not expecting a ton from matching on this)
- Faculty Lunch 3/16
  - Chuck Williams helped
  - Lunch was great
- Family Math Night
  - Fantastic event
- Ski Meet up
  - Tiffany said there were maybe a half dozen who came

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- School and Faculty Update (Holly)
  - State of the school is strong, community is close
  - 255 students for next year, anticipating 270 for next year
  - 5<sup>th</sup> grade has 35 students for next year
  - Continuing with leader in me training
  - Hired a consultant to meet about leader in me, to talk about transferring leadership from staff to students
  - New – students are electing and voting for the student leaders each month
  - Lighthouse committee – Holly, Sarah and one teacher from each grade – starting a book study on “Empowering Students”. Find more opportunities for the students to be empowered.
  - Musicals – some of the best ever
- Treasurer’s Update / Budget Updates (Sandeep)
  - Need to add more help for this position
  - Trying to automate more things
  - Taxes are done for 2016!
  - Need to add more procedural things for getting things cleaned up in the process
- Communications
  - Jan is working on the branding/communication style, particularly as it relates to new families.

## Other Items / Actions

CLOSING

## Upcoming Meetings:

Month	Date	Time
May	Tuesday 9th	7:45-8:45am
June	Tuesday 6 <sup>th</sup>	7:45-8:45am