

Meeting Minutes

CHAPTER Board

September 6th, 2016 7:45am – 9:00am

Meeting Location – CHA Room 100

Board Attendance

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

Welcome

The meeting started at 7:45am exactly ☺ Although there were only 4 of us here at 7:45!

New board Business

- Review of Grants
 - CAFE Grant: \$1031– **Approved** to meet deadline –
 - i. Café model to help teaching the content, small groups in a workshop model. 5 teachers enrolled in the class. This is an addition for many of the learning they previously started.
 - Professional Development - Mr. Rees – **Approved**
 - i. Local class on ORFF – music theory
 - Professional Development: Shape Washington PE education Grant - \$528
 - i. PE conference for Pete McIntosh - **Approved**

Upcoming Events & Discussions

1. Walk-a-Thon: 9/16 (Jim & Ned; Sandeep, Steven & Shannon)
 - Packets went out in Friday folder, September 3rd
 - Have all the snacks determined for all the different allergies
 - Sticking with cups again this year (no water bottles)
 - Next year add a note to the letter of Walk-a-Thon regarding when the students are allowed to wear their necklaces.
 - Next year should we do a social after the Walk-a-Thon? Follow up during the summer meeting.
2. All CHAPTER meeting: 9/15 (Steven, Traci & Ruchi)
 - Looking at Thai restaurant in Bellevue (but must be nut free)
 - Drinks and Desserts need to be done separate (bottled water, cans, etc)
 - Will need support/help with setup and cleanup
3. Fall Social at Skymania: 9/21 (Brian, Arif, & Traci)

- Skymania is booked
 - Need to follow up and see where we are on this event
 - Do we need to have a check in table? Should we get a wristband that everyone gets when they come in. No wristbands but we will have a sign in sheet.
 - Need to make sure parents understand they need to stay, and that kids aren't allowed to get anything from the vending machines that has nuts in it.
4. Faculty Appreciation Luncheon – Parent Teacher Conferences: 9/22 & 11/29 (Maria)
 - Completed the first lunch
 - For next lunch, might do from Maggiano's to use 10% coupon
 5. Book Fair: October 17-21 (Lynn & Masako)
 - Had a call with Scholastic
 - Tracy Walker to be the board member liaison
 6. Grade Level Social Planning before Thanksgiving (Class Reps) – Class Reps to provide update in 10/4 meeting.

Reports and Updates

- Lundberg payment received
- First Week Traffic Flow (Latosha, Jim) – thanks to the volunteers, improved flow due to help but still some of the same historical issues.
- Volunteer Survey (Jim)
 - Need this ASAP for All CHAPTER meeting, Walk-a-thon and Fall Social
- Faculty Update (Holly)
 - Bucket filler assembly was great, workshops with teachers were good. 1st video for parents who couldn't attend.
 - Singapore Math – teachers placing students in groups this week, decisions in Friday folder, we are using the standards based edition which is more rigorous than the US edition. Students that were previously testing a year ahead may not be testing at 80% because of the more rigorous curriculum.
- Treasurer's Update / Budget Updates (Sandeep)
 - All is good, please submit receipts promptly
- Communications – Sarah M posting grade level messages. Launched CHAPTER facebook page. Please like.

Other Items / Actions

- On-line price for joining CHAPTER is \$80, by check still \$75

Actions from the meeting		
1	Holly needs to confirm the teacher representative for the CHAPTER board.	
2	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 😊
3	Determine if we still want/need to have the summer picnic.	

4	Need the volunteer survey out ASAP	Jim Eastwood
5	Please give Sarah your old surfaces!!	
6	Class Reps finalize grade level social and report out in 10/4 meeting.	