

TEP MEETING MINUTES OF AUGUST 21 2017

PENDING APPROVAL BY BOARD

Attendees: Sean OConnor, Patrick O'Connor, Julianne Gorman, Jared Vest, Rich Singer, Fuji Whittenburg, Mark Cummins

Absent: Nikki Hexum, Holden Burkons

Guests: Pearl Aday, Ms. Weisberg (Faculty Representative), Lisa Looney, Neal Epstein (Scholastic)

Meeting called to order at 7:13pm.

BOOK FAIR

Book Fair Discussion: A representative from Scholastic discussed advantages of doing the Book Fair. General discussion followed the pros/cons of continuing to do the Book Fair.

Motion made to keep the Scholastic Book Fair, and tie the event to the new Read-A-Thon fundraiser, and then re-evaluate how the compensation to the school from Scholastic will be made (25% in cash vs. 50% "Scholastic Cash/Credit" that could be used to purchase supplies/books/furniture from Scholastic catalog)

MINUTES

Motion made for TEP meeting minutes to be posted on the Website (by Julianne) noted as "Pending Approval" and physically at the school office (by Mark) within a week of the meeting. The minutes will be circulated by email to the Board members within a few days of the meeting for comments and then posted per above. The minutes will then be formally approved at the next TEP meeting, and the website will be updated to reflect approval status.

CALENDAR

Julianne to update and distribute for approval

FINANCIAL UPDATE

New Bank - Jared said the City National accounts have been opened, yet to be completed is the actual transfer and closure of the Wells Accounts.

Workers Comp Issue - Mark said that the old employer insurance issue is still pending, awaiting an answer from the workers' comp company and he will do a follow up email to Breanna (the

auditor for the company). Draft Budget – Jared has another version to complete and will circulate the latest version to the Board for review this week and approval at the next meeting.

Computer replacement – Request Made to clarify the uses of computers in the upper grades as part of the technology upgrade request made by leadership. In particular, if a computer needs to be able to run local software or if all content/software is accessed over the web/internet. Ms. Weisberg (Faculty Representative) said she'd follow up with Mr. Gediman (Principal) about whether potential additional costs of local software has been properly budgeted.

FUNDRAISERS

Movie Night – was deemed successful, generating X dollars from a turnout of Y moviegoers. It was suggested that volunteers' names be sent from Mark to Julianne for recording in My School Anywhere, to begin recording of volunteer hours.

Ice Cream Sales- Proposed increase of treat passes to \$130. Board consensus to maintain annual pass costs at \$120.

Directory – Patrick requested access to PO Box to check for incoming sponsor checks or requested someone else provide him updates every 48 hours. No decision made, conversation to continue with Patrick, Sean, and Jared to get Patrick's information need met.

Back to School Night: (8/29) Request for Board Members to man a TEP table. Sean to talk at parent assembly.

Spell-check/Coyote/Book Fair/Movie Night –Julianne to redo calendar/schedule re these events and re-distribute to the Board for approval

Scholastic Book Fair Scheduled 11/3 to 11/9

A bike was donated to TEP, its final destination and purpose has yet to be determined. Board member Jared Vest took bike to be repaired and stored until its use is determined.

Kiln - discussion about the potential refurbishment and use of the on campus kiln for art classes & projects. Ms. Weisberg uncertain who was responsible for maintaining (District or TEP), needs to be looked into further.

MySchoolAnywhere Rollout update – Ms. Weisberg suggested that teachers were largely unaware of the details of the application and were requesting more information about the software and how it may differ from Shutterfly sights and how parents/teachers might use it. Plans to enroll more new parents into the software. Upcoming “room dinners” were discussed as a great way to demo the benefits and applications of the app.

FIELD TRIPS

TEP requested the teachers to request field trips locations/dates/how much is the cost to TEP by September 6th. Ms. Weisberg will forward this ask to the teachers.

SCIENCE COMMITTEE UPDATE -- First meeting on August 25th at 2:45.

ARTS COMMITTEE – The first meetings are beginning this week.

MOTION MADE TO APPOINT PEARL ADAY AS A NEW MEMBER – MOTION PASSED.

NEXT TEP MEETING IS ON 9/11 AT 7PM

MEETING ADJOURNED AT 9:15 PM