

EPC Executive Committee Meeting

September 28, 2018

9:07 a.m. - 10:30 a.m.

In Attendance:

Michelle O'Malley,	President
Andrea Doan,	Vice President
Kristin Wyatt,	Treasurer
Kathy Hotchkies,	Secretary
Maya Subramanian,	Volunteer Coordinator
Jia Li,	Community Coordinator, Pre-elementary
David Charter,	Community Coordinator, Lower Elementary
Monica Maling,	Invited Guest
Karen Yeh,	Invited Guest
Charles Potter,	Invited Guest

- 1) **Review minutes from August**
- 2) **Welcome Picnic recap**
 - a) Only a few t-shirts not picked up so good turnout
 - b) We ran out of food but there also seemed to be a lot of waste (pretzel sandwiches too big perhaps, QFC ran out of smaller pretzel rolls so used larger ones)
 - c) Over budget by \$50
 - d) Recommendations for next year: buy additional platter of sandwiches, use smaller plates, have Middle School students make signs for compost/recycling, include information about new students receiving t-shirt and bag and new to a level students receiving t-shirt on Welcome Picnic flyer/invitation/Community Connection e-mail/Facebook and teacher letters if possible, have signs on tables indicating New to Eton get t-shirt & bag and New to Level get t-shirt
- 3) **Picture Days recap**
 - a) Monica pulled volunteers who had filled out the online form
 - b) Only four volunteers needed per day – two in AM and two in PM
- 4) **EPC General Meeting & Volunteer Kick-Off recap**
 - a) Needed more pizza for kids and less for adults (leftovers used in Middle School Potluck)
 - b) Unclear if you had to register or if you could drop in, consider revising advertising text
 - c) Feedback from new parents – information greatly appreciated
- 5) **First Thursday Coffee – Volunteer Kick-off**
 - a) **Thursday, October 4 starting at 8:00 a.m. on Sports Court**
 - b) Coffee cart service, teachers and staff encouraged to take advantage in celebration of Eton's 40th Anniversary
 - c) Monica to provide food
 - d) Information to be included in this Sunday's Community Connection and Tuesday's EPC Newsletter
 - e) Alice should create a Facebook post as well, maybe Tweet
- 6) **Annual Fund Drive Kick-Off Oct 1-5**
 - a) Board members, students and parents will assist with hand-outs
 - b) Volunteers needed at Mezzo arrivals on Monday Oct 1 – Kathy to help
- 7) **Learning Event Speaker**
 - a) Andrea proposes child development specialist Christine Clancy Ph.D. for Wed, January 23, 2019

- b) Possible topics she can cover include anxiety, mood issues, academic & social challenges and growth mindset
 - c) Andrea will work to narrow down specifics – possibly just cover Anxiety and Mood Issues for Pre-Lower age groups or cover Growth Mindset for all Eton grade levels
 - d) Monica to get approval from Admin Team
 - e) After January engagement EPC Executive Committee will discuss possible second Learning Event by same speaker
- 8) **Staff Appreciation Smoothies**
- a) **Wednesday, October 10 at 9:00 a.m.**
 - b) Forgot to take original date (9/19) off Staff calendar so some thought they missed it!
 - c) Kathy and Kristin to follow up with Patricia VedBrat for details
 - d) Kathy to create Sign Up Genius to be circulated to EPC Executive Committee
 - e) Charles, Kristin and David to provide blenders
 - f) Kristin to make labels
 - g) Monica to inventory and provide cups
- 9) **Family Game Night**
- a) **Friday, November 9 from 6:15 p.m. to 8:00 p.m.**
 - b) Uncle's Games will provide 3 staff members total to roam/assist, flag assistance system, 15-20 games to play and games to purchase
 - c) Setup to start at 5:30 p.m., will discuss specifics at next EPC Exec meeting on Oct. 26
 - d) Flyer to be sent home on Friday, November 2 and should include note about how school receives 10% of sales
- 10) **EPC Newsletter**
- a) **to be distributed Tuesday, October 2**
 - b) Monica and Kathy to create
 - c) Will include 1st Thursday Coffee, Family Game Night
- 11) **Cultural Fair**
- a) **Saturday, September 29 from 12:00 p.m. to 3:00 p.m.**
 - b) Volunteers servers still needed – Kristin to help as able and to tap parents on the day
 - c) Parking should be addressed – Kathy to create signs highlighting parking at Veladare and walkway between Veladare and Casa so people know they don't have to walk along Bel-Red Rd.

Next EPC Executive Meeting is Friday, October 26 at 9:00 a.m. in Casa 207