

EPC Executive Committee Meeting

April 26, 2019

9:08 a.m. - 10:12 a.m.

In Attendance:

Michelle O'Malley,	President
Andrea Doan,	Vice-President
Kristin Wyatt,	Treasurer
Kathy Hotchkies,	Secretary
Franziska Eckerlin,	Co-Volunteer Coordinator
Jia Li,	Community Coordinator, Pre-elementary
David Charter,	Community Coordinator, Lower Elementary
Patricia VedBrat,	Community Coordinator, Upper Elementary and Middle School
Monica Maling,	Invited Guest
Meredith Atkins,	Invited Guest
Debbie Liu,	Invited Guest
Yun Ma,	Invited Guest

- 1) **Review minutes from March 29**
- 2) **May First Thursday Coffee**
 - a) Thursday, May 2 after arrivals in Casa I-II
 - b) Seattle Espresso coffee cart will be there
 - c) Kristin: bagels, cream cheese and mini muffins
 - d) Patricia: fruit
 - e) Franziska: eggs
 - f) Food to be either brought at 8:15 a.m. or dropped off day before in Casa fridge for Monica to put out
 - g) EPC Learning Event "Nutrition to Support Growth & Learning" handouts to be made available at coffee
- 3) **EPC "First Thursday Coffee" for next year**
 - a) Try holding on first Friday of the month to gain more attendance
 - b) Rename to "EPC Coffee" so we can put it on whatever day we like
- 4) **40th Anniversary Party**
 - a) **Friday, May 3 from 12:30 to 3:00 p.m. at Perrigo Park**
 - b) Setup and clean up help still needed: Monica not worried about clean up help and Patricia will help with setup
 - c) Monica to order green and white frosted mini cupcakes for Patricia to arrange into "40"
 - d) Parking – Monica to contact Bear Creek School to see if we can have Eton staff park in their preschool lot, on street parking to be advertised in Community Connection, parents encouraged to carpool and have families use one car to attend (vs. parents arriving separately)
- 5) **EPC Final Meeting/Elections/Volunteer Thank You**
 - a) **Wednesday, May 15 at 6:15 p.m. in the Library**
 - b) Monica to take care of food and beverages
 - c) Monica to ask teachers to invite parents to attend via SeeSaw
 - d) Monica to invite teachers to attend (show their thanks to parent volunteers)
- 6) **Staff Appreciation Lunch**

- a) **Wednesday, June 5 from 11:00 a.m. to 1:00 p.m. in the Activity Room**
 - b) Kathy to book caterer via Cater2.me option below:
 - i) \$956.25 including plates, tableware and serving ware
 - (1) Vendor: Lovage (Caribbean) for BYO Border Bowl Combo
 - (a) Entrée: Boneless chicken thighs marinated in soy sauce, brown sugar, lemon juice, and chili oil; Baked tofu seasoned with cumin, paprika, salt and garlic; Grilled Salmon
 - (b) Sides: Romaine Lettuce, Sautéed Veggies Mix, Black Beans and Corn Mix, Sautéed Peppers and Onions, Quinoa, Brown Rice
 - (c) Sauce: Cilantro Lime Sauce or Salsa
 - (d) Toppings: Cheddar Cheese, Avocado, Sour Cream, Pickled Roasted Peppers, Sliced Limes, Pickled Jalapenos, Green Onions, Cilantro
 - c) Kathy to find out if the plates and tableware are compost-able, if not do not include – we will supply
 - d) Kathy to cancel serving ware – Eton has plenty to use
 - e) Kathy to create Sign Up Genius to include in May EPC Newsletter for parent involvement: setup, beverages, fruit, dessert, monitoring help during event and clean up
 - f) Setup to include buying some starter flowers and herbs to use as centerpieces and then giveaways at end of event.
 - g) Room Reps to encourage families to have children make cards for their teacher and give to teachers the week of June 3-7...will include optional template for card in June EPC Newsletter which will go out early on Thursday, May 30.
 - h) Idea for teacher gift next year – International Rescue Committee donation in honor of all Eton Staff and Teachers or per teacher/staff member.
- 7) **EPC Newsletter**
- a) **to be distributed Tuesday, April 30**
 - b) Monica and Kathy to create
 - c) Will include First Thursday Coffee, 40th Anniversary Party, EPC Meeting/Volunteer Thank You, Staff Appreciation Sign Up Genius
- 8) **Other Business**
- a) From Board/Advancement Committee – how to make newly enrolled families feel a part of and connected to school community without adding more events
 - i) Monica was not at this meeting but will communicate with Board the efforts already underway to welcome families entering Eton in the fall
 - ii) New this year: “Weekly Welcome” e-mail highlighting events new families are invited to join this school year like 40th Anniversary Party

Next EPC Executive Meeting is Friday, May 31 at 9:00 a.m. in Casa 207