

## EPC Executive Committee – Virtual Meeting Minutes

Sep 25, 2020: 9:32 am – 10:34 am

1. In Attendance:
  - Meredith Atkins President
  - Tiffany Sparks-Keeney Vice President
  - Karen Yeh Treasurer
  - Janani Arvind Secretary
  - Charles Potter Volunteer Coordinator
  - Monica Maling Invited Guest (Director of Development (EPC liaison))
  - Janice Zhang Invited Guest (Pre-elementary Coordinator)
  - Jia Li Invited Guest (Lower Elementary Coordinator)
  - Kristin Wyatt Invited Guest (Upper Elementary Coordinator)
  - Gavin Jung Invited Guest (Parent)
2. Meeting called to order by Meredith.
3. Approval of 9/4 meeting minutes: Move to Approve: Charles Potter. Second Jia. Approved.
4. First virtual coffee
  - [Jia] Like it but smaller group has some silent times.
  - Suggesting to allow people switch and opt in.
  - Remote parents want to have coffee with other remote parents – recommended to separate remote or in-person.
  - Monica to plan for next coffee and plan on breakout rooms and check with admin team if we need November coffee.
  - Next coffee will be 10/9.
5. Coffee for on-site teachers & admin team
  - Meredith and Monica delivered coffee and treats to teachers and staff.
6. Learning Event: Rosetta Lee
  - Event went well but people who didn't RSVP also attended. Overall 38 people (6 teachers) attended and we noted that there . Community Connection will have a link to recording but will need parent portal login to access.
7. Cultural Fair
  - This is not an EPC event but typically relies on EPC volunteers
    - i. Monica created passport for pre-elementary and lower elementary. Remote students will receive this as part of packets. Kids will have a few months to finish.
    - ii. Nothing needed from EPC for Cultural Fair this year.
8. Family Game Night Scavenger Hunt
  - Need to make a decision quick on scavenger hunt. Dates are on hold need to reserve them quickly. If in January Laura/Charles needs three dates. Split will be based on grade level. Proposal is to move scavenger hunt as a replacement for skating event on MLK and have a socially distanced trick or treating for Halloween. Monica and Meredith to share dates for scavenger hunt post admin meeting on 9/29.
  - Halloween - Need to share guidelines on how trick or treating will happen. CDC - <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/holidays.html#halloween>. EPC

needs to host on weekend as this can't happen in school day. Monica and Meredith to check with admin on feasibility of conducting Halloween trick or treating [9/29].

9. January learning event

- Ideas – Therapist on pandemic parenting, another person who can give a talk in emotional intelligence. Recommended to look at Pandemic Parenting – Tiffany to look at it.
- 6:30 pm was challenging – but there's no one time that will work for everyone.
- Will Saturday afternoon work?

10. Sno-King/Bellevue skating rink update

- Sno-King/Bellevue rink not possible for this year as they are not taking any reservations for events.

11. Annual Fund Drive Kick off – October 5

- This is not an EPC event but typically relies on EPC volunteers, exec committee, and community coordinators
  - i. Community coordinator email for cultural fair was nice, recommended similar email for annual fund.

12. Brainstorm ideas for using 2020-21 EPC Budget

- Review of budget: Karen/Meredith
- Goal: create parent connections, increase connectedness to Eton community as a whole.
  - i. Budget is 7155\$.
  - ii. Spent 100\$ so far.
  - iii. Need amounts for Rosetta Lee (500\$).
  - iv. Doing activities remotely is costing more.
  - v. Scavenger hunt will cost 10\$ per kid. (replaces Skating party budget which is at \$2K).
  - vi. End of year picnic budget and parents night out budget needs to be revisited.

13. EPC Newsletter

- September 28: what to include
  - i. Oct 5<sup>th</sup> next newsletter (for Halloween)
  - ii. EPC coffee, Halloween, Executive meeting (10/16)

14. Other business

- Remote parents were interested to have a in person Halloween socially distanced to do trick or treating.
- Recess – currently divided, kids are separate and individual playtime.
- 9:30 am works best for all for meeting times.
- Next EPC meeting 10/16.
- Last Friday Coffee, some Remote P3 parents asked for smaller group play date/potluck? Monica to talk to Kris Gaskins on this.
- November Open House needs volunteers from EPC. Meredith to add this as agenda for next EPC meeting.

15. Meeting Adjourned.

**Next EPC Executive Committee Meeting: October 16<sup>th</sup>, 9:30 AM, via Zoom**