

EPC Executive Committee – Virtual Meeting Minutes

Feb 26, 2021: 9:34 a.m. to 10:42 a.m.

1. In Attendance:

- Meredith Atkins President
- Tiffany Sparks-Keeney Vice President
- Karen Yeh Treasurer
- Janani Arvind Secretary
- 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)
- Subha Krishnan Invited Guest

2. Meeting called to order by Meredith at 9:34 a.m.

3. Approval of 1/29 meeting minutes: Move to Approve: Kristin. Second Jia. Approved.

4. Round of introductions from everyone for Subha.

5. Virtual coffee – March date?

Meredith

- Coffee with prospective parents. Coffee on calendar for next Thursday and no longer for prospective parents, instead for current Pre-elementary parents.
- We can do one in May/June for new families.
- Future Coffee will focus on talking with board members. Free form is recommended with facilitating connection between trustees and parents.
- Monica to email board members to invite to coffee. Meredith to talk with them during next board meeting. Potential dates April 2 or May 7.

6. Sweet Chinese New Year – *review*

Jia

- 2 events – Lower Elementary, Upper Elementary, and Middle School (3:00 pm to 4:18 p.m.) 27 to 30 kids (mostly Lower Elementary). Greetings video from families, Cheryl Wang showed Padlet; card making took long.
- Second event for Pre-elementary started at 4:00 p.m., 26 people showed up. Singing, book reading and games. Padlet was sent post event in email.
- Was it mostly remote or in person students/families who attended? – it was a mix of both students at the events.
- Teachers shared the Padlet and did craft activities in class.

7. Remote school events – lunches & playdates - *update*

Monica

- Teachers liked the idea of Friday lunches, on the calendar. Might help to have a parent as co-host.
- Remote playdate is on the calendar. First one is on March 6. Is it just remote? [At this point, it's only remote. We can try to combine post how it goes with March 6 event.
- This playdate is what we need for remote. First time they will see multiple friends at the same time.
- We can get feedback on how it goes from parents who attended.
- Alternative to end of year picnic can be Kristin's suggestion related to Kokanee Salmon and narrated hike around Lake Sammamish State Park.

8. Staff appreciation – *planning*

Monica

- Kudoboard idea shared by Tiffany was easy to use.
- Staff Appreciation is the Week of May 2.
- Doing it by classroom, teacher and assistant can have one Kudoboard.
- Separate appreciation for each teacher from kids.
- When should we let parents know? – Community Coordinators to share with parents by March 31 (before spring break) with a reminder two weeks later April 19.
- Who's going to make the boards? – Tiffany
- Monica to share list of all teachers and assistants.
- Tiffany to share a sample of video, picture for Community Coordinators to use and link to the board we created for Monica.
- Budget from coffee or staff luncheon or parents' night out will be reused for this activity.

9. Future plans - *discussion*

Meredith

- End of school year
 - Kristin's hike idea can be explored. Historically we do a salmon release every other year hence the idea could be something we can do for end of school.
 - Kristin can check with Issaquah on availability for May.
- Beginning of next year
- Annual meeting on May 21
 - Meredith to ask Minnu if we can use the regular EPC meeting (May 28) for Annual meeting.

10. EPC Newsletter

Janani

- Link to Lunar New Year Padlet
- Coffee in March
- Mask Donation Drive

11. Meeting Adjourned

Next EPC Executive Committee Meeting: April 23, 9:30 a.m., virtual