

## EPC Executive Committee – In-Person Meeting Minutes

Friday, 18 March, 2022, 9:10 a.m. to 10:50 a.m.

### Attendees:

- Tiffany Sparks-Keeney President
- Subha Krishnan Vice President
- Nina Helms Secretary
- Janani Arvind Treasurer
- Monica Maling Invited Guest (Director of Development and EPC liaison)
- Janice Zhang Pre-elementary Community Coordinator
- Jia Li Lower Elementary Community Coordinator
- Karen Yeh Upper Elementary Community Coordinator
- Kristin Wyatt Middle School Community Coordinator
- Meredith Atkins Former President

1. Call to order Tiffany
  - Motion to approve –Subha. Second by Kristin. Approved. Welcomed new attendees to the meeting.
2. April Coffee Monica
  - Going forward with in person coffee for April, outside with coffee cart. Support from EPC to show up.
  - Monica reported we will need to meet in a different location due to events happening on the Sports Court. Possible location out front of Casa building. Monica will determine location and get back to us.
  - Members also discussed the possibility of having a coffee for new families.
3. Skating Party Update Subha/Monica
  - Monica reported that she has received 302 RSVPs.
  - Two instructors will be on the ice with students and parents.
  - Skaters may begin arriving at 10:30 a.m. to get a wrist band and rental skates.
  - Monica, Nina, Meredith and Jia will arrive at 10:30 a.m. to help.
  - No additional help is needed from EPC for closure and clean up.
4. Nominating Committee Update Meredith
  - Meredith reported that slate for 2022-2023 EPC Executive Board are as follows:
    - President: Subha Krishnan
    - Vice President: Maggie Wang
    - Secretary: Nikki Rehman
    - Treasurer: Kristin Wyatt
    - Volunteer Coordinator: Nina Helms
  - This slate will be voted on during the Annual Meeting on 20 May.
  - Subha asked Meredith to outline the procedure if additional people asked to be included on the ballot. Meredith reported that we would have to hold a vote during the Annual Meeting.
5. School Spirit Days Monica
  - 30 March will be Comfy Cozy Day.

- 27 April will be Team Spirit Day.
  - Nina will include in the newsletter.
6. End of Year Picnic Subha/Monica
- Monica reported that she booked Marymoor Park, but the area with a large playground was already booked.
  - Members brainstormed activities for students to do. We will discuss further at the next EPC meeting.
7. Teacher/Staff Appreciation in May Tiffany/Monica
- Members discussed hosting a staff appreciation luncheon like years past. Multiple members discussed how complicated it would be to host such an event like this with so little time to plan. After discussion, members agreed on completing Kudoboards headed by grade level coordinators. An email will be sent out to parents/guardians prior to Spring Break asking for Kudoboard submissions. Tiffany will create Kudoboards; Nina will help with whatever is needed. Kudoboards will be emailed out during the first week of May.
  - Karen proposed having a Boba Tea Cart for the staff during the first week of May.
  - Proposed to have lunch boxes from Home Grown delivered to the staff on 8 June 2022.
8. Family Game Day Monica/Subha
- Monica requested that we contact Evan from Uncle's Games, Subha agreed to do so.
  - Monica has a sign up for parent/guardian volunteers.
  - Potential dates are Friday 13 May or Saturday 14 May on the Sports Court.
  - Members will email to discuss the particulars due to the short time-frame to organize.
9. Adjourn Tiffany
- Meeting adjourned 10:50 a.m.

Next EPC Executive Committee Meeting: 22 April, 2022, hopefully in person at 9:00 a.m.