



El Camino Charter High School

Minutes

Travel Committee Special Meeting

Date and Time

Thursday February 7, 2019 at 4:30 PM

Location

El Camino Real Charter High School, Conference Room, 5440 Valley Circle Boulevard, Woodland Hills, CA 91367

Committee Members Present

Beatriz Chen, Brian Archibald

Committee Members Absent

Darin Ryburn

Guests Present

Daniel Chang

I. Opening Items

A. Call the Meeting to Order

Beatriz Chen called a meeting of the Travel Committee committee of El Camino Charter High School to order on Thursday Feb 7, 2019 @ 4:33 PM at El Camino Real Charter High School, Conference Room, 5440 Valley Circle Boulevard, Woodland Hills, CA 91367.

B. Record Attendance and Guests

II. Consent

A. Approve Minutes of December 13, 2018 Travel Committee Meeting

Beatriz Chen made a motion to approve minutes from the Travel Committee Meeting on 12-13-18.

Brian Archibald seconded the motion.
The committee **VOTED** unanimously to approve the motion.

III. Travel Committee

A. Discuss and Possible Vote on Robotics Club Trip to Massachusetts

The list does not include the per diem rate, but the Committee will approve with an estimate for per diem. Total amount approved is up to \$2,200.00.
Brian Archibald made a motion to approve the Robotics Club trip to Massachusetts, up to a total amount of \$2,200.00.
Beatriz Chen seconded the motion.
The committee **VOTED** unanimously to approve the motion.

B. Discuss and Possible Vote on Trip to Learning and the Brain Conference in New York

Mr. Archibald noted that, while the conference seemed interesting, the concern is how this information would be transferred into better teaching in the classroom and how this would be a benefit to the teachers and students. Also, there is no record of the Travel Committee having approved this trip last year.
The matter is tabled for another scheduled Committee meeting, where further information can be obtained.

IV. Closing Items

A. Adjourn Meeting

Beatriz Chen made a motion to adjourn the meeting.
Brian Archibald seconded the motion.
The committee **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:53 PM.

Respectfully Submitted,
Daniel Chang