

APPROVED



## El Camino Charter High School

# Minutes

## Travel Committee Meeting

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### **Date and Time**

Wednesday February 20, 2019 at 4:30 PM

### **Location**

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

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### **Committee Members Present**

Beatriz Chen, Brian Archibald, Darin Ryburn

### **Committee Members Absent**

*None*

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## **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 Wednesday Feb 20, 2019 @ 4:38 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**

The minutes were approved at the prior meeting, no action required.

## **III. Travel Committee**

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

This request was approved at the prior meeting, no action required.

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

The Conference was discussed with AP Minita Clark, who will be the one attending the Conference. Ms. Clark shared the benefits of the information that could be obtained at the Conference, and stated that she would share the information with administration and staff. Ms. Clark also noted that she had originally been scheduled to attend the Conference in 2018 and the \$700 cost of the Conference was paid last year, but she was unable to go.

Darin Ryburn made a motion to approve the travel to the Learning and the Brain Conference in New York, up to \$2,100.00.

Brian Archibald seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**IV. Closing Items**

**A. Adjourn Meeting**

Darin Ryburn made a motion to adjourn the meeting.

Beatriz Chen 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 5:00 PM.

Respectfully Submitted,  
Beatriz Chen