



**ENCINO ELEMENTARY E-TEAM BOARD MEETING
MINUTES
August 19, 2024**

I. Welcome/ Call to Order - Rachel Wagner, President

Meeting start time: 6:33 pm

II. Roll Call/ Establish Quorum – Sarah Burwick, Co-Recording Secretary

EXECUTIVE BOARD		ATTENDANCE	ADVISORY BOARD		ATTENDANCE
PRESIDENT	Rachel Wagner	Present	5TH GRADE ADVISOR	Nydia Pineda	Present
CO-TREASURER	Desirée Stone Davidson	Present	5TH GRADE ADVISOR	Michelle Rosenfield	Present
CO-TREASURER	Ellie Sweeney	Present	4TH GRADE ADVISOR	Beth Belew	Absent
CO-VP FUNDRAISING	Kristen Kabel	Present	4TH GRADE ADVISOR	Megan Grossman-Sinclair	Present
CO-VP FUNDRAISING	Sara Parness	Present	3RD GRADE ADVISOR	Sabrina Bonang	Present
CO-VP STUDENT SERVICES	Bethann Anderson	Present	3RD GRADE ADVISOR	April Wish	Present
CO-VP STUDENT SERVICES	Rachel Lewis	Present	2ND GRADE ADVISOR	Cara Himmel	Present
CO-CORRESPONDING SECRETARIES	Kathleen Fong	Present	2ND GRADE ADVISOR	Alicia Pagliaro	Present

CO-CORRESPONDING SECRETARIES	Jackie Kaufman	Present	1ST GRADE ADVISOR	Rebecca Bienstock	Absent
CO-RECORDING SECRETARIES	Sarah Burwick	Present	1ST GRADE ADVISOR	Laura Moss	Present
CO-RECORDING SECRETARIES	OPEN	N/A	K GRADE ADVISOR	Megan Earhart	Present
			K GRADE ADVISOR	Lili Pettit	Present
SPECIAL GUESTS	Sophia Bubrick, Steven Mizrahi, Michelle Biggs, Jessica Jarmond, Basia B, Kristen Harrsch, Sally Taryano, Gelila Asres, M Foster, Jessica Pratt, Amirsina, "K," Alison, Eric Lee, Dr. Margaret Kim (regional director)		TK GRADE ADVISOR	Renee Begley	Present
			TK GRADE ADVISOR		N/A
			PRINCIPAL	Dr. Amy Besser	Present
			TEACHER ADVISOR	Jessica Zuckerman	Absent

III. Minutes (ACTION ITEM) May 13, 2024 – Sarah Burwick, Co-Recording Secretary

Motion to approve May 13, 2024 made by Rachel Lewis, Desiree seconds. Vote passed unanimously.

IV. Election of Co-Recording Secretary - Steven Mizrahi (ACTION ITEM) - Rachel Wagner, President

Steven has first grade son. Business owner.

Motion by Rachel Lewis. Unanimously approved. [Steven is now co-recording secretary.](#)

V. Teacher Advisor Update – Jessica Zuckerman, Kindergarten Teacher

Skip.

VI. Principal's Update - Dr. Amy Besser, Principal

- 520 students enrolled.
- UTK (combo of TK and TE): 14 each class.
- Orientation was successful, we had plumbing issues and needed to move orientation to auditorium and we think it went well. New location was advertised on marquee and communicated via email.
- Back to school night Tuesday Aug. 27 from 6-7 pm. Two sessions.
- ELAC (English language learners) meeting, only two attended.
- Coffee with Principal next week
- Thursday is Charter Leadership 3 pm Encino library

Lunch Policies

Basia: Have there been changes in lunch time and policies as last year?

Dr. Besser: No. Same policies. Same implementation.

Dr. Kim (regional director) Some schools changed bell schedule so recess and lunch are different but ours was already the correct time.

Basia: Hearing that children do not have sufficient time to eat lunch.

Dr. Besser: Lunch is 40 mins, 20 mins to eat, 20 mins to go play. Any student who needs extra time may stay at lunch table to continue eating. Anyone who has concerns should talk to Besser directly. We also have Ms. Hirsch on compaus 5 days a week so she can help as well.

Dr. Kim: I like the idea of lunch bunch for kids who need more time. Great input, but actual decision is to be made at Charter Leadership Council.

Michelle R: Kid says school new system and policy referred to as "bending of knee" where aides tell them to freeze then physically squat or kneel. What is this?

Dr. Besser: In order to have playground acknowledge bell has rung, they can freeze, get low, squat, kneel. Then wait for whistle to safely walk to the line.

Megan E: Kids are being yelled at to stop eating, and if they keep eating they are told to stop. Also made to kneel and put knees on hot pavement. We were told kids were crying.

Dr. Besser: We had behavioral assembly, we explained to kids that they did not have to kneel, they could just get low. The S-T-O-P is a new thing from Ms. Kim to remind people to stop

eating. If you would like to visit during lunch, you are welcome to. They do not need to put knees down. It's a visual to get down, get low, to indicate to everyone to stop playing. And any parents can come in to observe. Parents can email Dr. Besser to get approval to visit.

Megan G-S: I asked my own kids about the freezing/kneeling and her son said "we had to freeze." He also said a lot of kids don't have enough time to eat. Question is: there are warnings about how much time to eat? Are kids told if they need more time, they can ask?

Dr. Besser: We will explain this all to kids in another behavior assembly so they know they can ask for more time.

Lili Pettit: Bring up a point of safety which is one of our core values at ECES. There are multiple components of safety, physical and mental. Reiterate that having a calm central nervous system is the number one thing kids need to feel safe. It is not appropriate to yell at children, pull their arm, etc. We want children to feel safe in all variations. We are not okay with a child not feeling they can rest and relax during lunch and recess. Also hearing kids being yelled at not to stand up during lunch. Happy to bring up how nervous system works. Discharging energy is natural for children. Having a safe environment to eat is so much more than having four walls around them.

Jessica Pratt: When you evaluate the pavement issue, are there other ways the kids can freeze, maybe hands out hands up? Hands on head?

Dr. Besser: They did hands on head last year and it didn't work. But we can review it again. We will remind kids they should not be getting hurt.

Basia: Since there seems to be new practices in the school, don't know whether these are LAUSD practices, is there a way to let us know when things are changing?

Dr. Kim: Not sure what they do at other schools, but we are hearing now this is an issue so we will need to look into it. We want to be nurturing and have every child feel safe and respected. Don't we have a safety committee? Bring these concerns to them.

Rachel W.: Parents are here now. We don't want to push these parents off and make them join another committee. Go back, make a better plan and SHARE/communicate with the community.

Dr. Besser: I want parents to listen, save important messages to be shared on Sunday message. Email and audio recording. Don't want to over-communicate. I save these important communications for Sunday message. Will consider posting it online for people who may have missed it.

Megan Earhart: Kids are scared and sad, needs to be dealt with immediately, needs to be addressed immediately before more kids are harmed. Needs to be real action taken on a daily basis.

Dr. Besser: I can assure you that your concerns are being addressed.

Dr. Kim: Update on spirit wear/ lightning bolt t-shirt

- Rachel: Teachers are confused, not sure what to do with shirts. Kids are wearing them. We need clarity.
- Dr. Kim:
 - Wish she had good news. Background information she got after meeting. Mention the fact that design looks like the design was shared with Dr. Besser and staff. Nothing happened because nobody mentioned anything.
 - Dr. Kim admits she would have approved it.
 - Design has school name on it. If anyone brings that to principal, she had obligation to respond. District made decision. Unfortunately as a district, not able to continue to use that logo. Dr. Besser has obligation and Dr. Kim as supervisor. She was hoping we came up with solutions.
 - RW: We can cover it. But are we supposed to ask all the people who bought it to bring it back? We are parent volunteers.
 - Kathleen: About 100 have been sold and we gave it to all staff.
 - Dr. Kim: Draw over, stencil over it
 - RW: Nobody on eteam should have to spend time doing this. Also, this is a public-facing message that we messed up, and we do not believe we made a mistake.
 - Steven M: if one person has an issue it's a full stop injunction? But if 20 parents have complaints about lunch then we can't get action? Is this the metric that we are really going to use?
 - Can the district reimburse us? Dr. Kim: Where would the money come from? Can't we salvage them and continue the sales? Can we make it look good. I will help personally.
 - PR concerns. Other schools know about the other logo.
 - Students can wear it. Teachers can wear it. We cannot force anyone not to wear it.
 - Sara P: If the position from LAUSD is that this is a racist shirt, then how do we deal with PR? Who announces it? We can stop selling them, but larger concern is what do we say about the shirts out there.
 - Message is that "we are no longer selling these shirts."
 - Jessica Pratt: As a parent and Jewish parent I did hear from multiple parents that the symbol was hateful. Use it as a learning experience with students. Jessica ordered the shirt and didn't catch it. I know the SS symbol. Brought to attention by husband.

Lili: We spent more air time on a t-shirt than we did about students feeling unsafe, taking a knee, not being able to eat. You heard our concerns but what specific action is being taken?

Dr. Besser: We are taking action and will communicate with parents.

VII. President's Report - Rachel Wagner, President

- Orientation/First Week of School – we covered that
- STEM Lab – Rachel Lewis

- We contracted with Stem and More, beginning with lessons for Grades 2-5
 - Second semester TK-1st classes.
 - All classes will have access to lab beginning Sept 9 week, they can use at discretion.
 - Lab is mostly set up, waiting for removal of tables through LAUSD so we can put in lab tables.
 - Asking teachers for suggestions on materials.
- Teacher Ink & Subscriptions
 - Ink: ETEAM provides one cartridge per teacher per semester. Until we figure out a better system we will order their ink. For future, we recommend if we keep providing ink for teachers then they need to figure out a system for how much ink and how often. ETEAM is not in the business of ordering and tracking ink.
 - Apps: Already been working with Ms. Zuckerman to ask teachers what apps they want
 - RW: Some changes, we heard today that district no longer provides Accelerated Reader and it's not even an option for E-TEAM to purchase?
 - Dr. Besser: Yes. Renaissance did not renew their subscription with district so it is not district approved. Library committee is working on alternatives. It will be provided by district, ETEAM does not have to fund it.
 - Spirit Wear – already discussed

Executive Board Updates (approx. 5 minutes each)

VIII. Treasurer Report/Financial Update - *Desiree Stone & Ellie Sweeney Co Treasurers*

- Available balance in bank:
 - Checking 69,310.61
 - Savings 200,843.10

Ellie: 4th year on board, 2nd year as treasurer, income last year did not pan out as we projected, unfortunately we are starting year with less cash than we've had historically. Something we are all aware of. We are ready to power through and go forward.

IX. Fundraising - *Kristen Kabel & Sara Parnass, Co-VP Fundraising*

- First restaurant night at Stand this week. 5-7 we will do a give away. Ties into first main event which is back to school tie dye. Prize for raffle at stand will be free t-shirt and 10 concession tickets for tie dye event.
- Tie dye will be different because it's free community event, no admission costs.
 - Special shirt we designed and approved for event. White shirt.
 - There will be crafts, bracelet making, etc.
 - 70s theme.
- Other fundraisers for Mabel's Labels (\$40 so far), Ralphs
- Kristen has reached out to Notre Dame High School, they have students who will come help out. They have a program where high schoolers come out and help, something to think about for future.
- Halloween is coming up very quick. Will not be as big as last year. Need help, if you want to be on Halloween committee let Kristen know

X. Student Services - Bethann Anderson & Rachel Lewis, Co-VP Student Services

Rachel L.:

- Collecting room parents for all teachers, missing some but sent list to Ms. Zuckerman who will share it to teachers tomorrow at staff meeting. Some classes have a lot of room parents. Having them decide limit is up to teachers. That will happen tomorrow. Once list solidified, Rachel and Bethann will let room parents know. Meeting tentatively Sept 6 in morning.
- RL also started class lists with ETEAM directory.
- Fall playdates are wonderful community events.
- E-TEAM not handling field trips, but want to know when they are happening so we can put them on monthly calendar. We don't have budget to cover field trips anymore. Parents can cover it with suggested donations. But we need dates for calendars.
- Maddie art specialist started today, parents who had her said she was amazing. Can she have key to art room while she's on campus? It self locks.

Bethann:

- Still working on beautification, meeting Dr. Besser later this wk to work on Seeds program.
- Enrichment will begin first Tuesday of September. Flyers going out Wednesday.
- If parents have questions about enrichment, direct them to ETEAM

XI. E-Team Communications - Kathleen Fong & Jackie Kaufman & Co-Corresponding Secretaries

- Push the directory, we have way fewer people signed in than last year
- Newsletter submissions needs to come in advance.
- Can Dr. Besser Sunday message include something about directory/ETEAM? Yes.

XII. Grade Level Advisor Updates (approx. 3 minutes each)

- 5th Grade Advisors - *Nydia Pineda & Michelle Rosenfield*
 - *First playdate Sept 22 Off the Wall*
- 4th Grade Advisors – *Beth Belew & Megan Grossman-Sinclair*
 - *Playdate in about 3 weeks. That will go out to parents on directory.*
 - *Kristen has flyers, will give them to Beth/Megan who will put in teacher mailboxes*
- 3rd Grade Advisors - *Sabrina Bonang & April Wish*
 - *Laser tag play date Sept 4*
 - *Do we have to collect emails every single year? Is that a district policy? Dr. Kim will look into it.*
 - *Maybe we have them give consent to use contact info in future years?*
- 2nd Grade Advisors - *Cara Himmel & Alicia Pagliaro*
 - *Second grade playdate Sept 8 at Genesta. Need to distribute flyers and that's about it.*
- 1st Grade Advisors - *Rebecca Bienstock & Laura Moss*
 - *Playdate this Sunday at Genesta Park.*
 - *Rebecca secured dominated goods from Claudine and Coral Tree.*
- Kindergarten Advisors - *Megan Earhart & Lili Pettit*
 - *We had an amazing play date. Never seen such a great turnout.*
- TK Advisor- *Renee Begley*
 - *See above re Saturday playdate success*

XIII. Guest Comments

All attendees had chance to comment.

Dr. Kim: New guideline/district policy regarding banners. District is serious about it. Banners cannot have phone numbers of the businesses. Cannot be used as solicitation. Can say “Encino Charter is grateful for _____” but not allowed to have contact information. The policy has been around since 2019 but has not been strictly implemented until now. Can we alter them? Cover up contact info but they are proud supporter saying we thank them for support? As long as it's not a solicitation it's ok. Has to be uniform sizes.

XIII. Agenda Recommendations for Next Meeting

None.

XIV. Adjournment

Adjourned at: [8:55 pm](#).