



ENCINO ELEMENTARY E-TEAM BOARD 2019-2020

AGENDA

Mar 21, 2022

6:30pm

Zoom Link:

<https://us02web.zoom.us/j/2274947678?pwd=V3hFSVdEM3k1RzB0cVdKNk9rMzF4Zz09>

I. Welcome /Call to Order - Morgan Smith, President – meeting called to order at 6:33pm

II. Roll Call/Establish Quorum- Helen Pizzo, Recording Secretary

Executive Board (10):	Present (P) or Absent (A)	Advisory Board (9):	Present (P) or Absent (A)
Morgan Smith, Co-President	P	Deborah Levinrad, Co-5th Grade Advisor	P
Co-President – vacant position		Gelila Hurwitz, Co-5th Grade Advisor	P
Jamie Grossman, Co-Treasurer	P	4th Grade Advisor – vacant position	
Co-Treasurer – vacant position		Armineh Schmit, 3rd Grade Advisor	A
Helen Pizzo, Recording Secretary	P	Lauren O’Connell, Co-2nd Grade Advisor	P
Laila Parsi, Co-Corresponding Secretary	P	Megan Ruthchild, Co-2nd Grade Advisor	A
Michelle Leonard, Co-Corresponding Secretary	P	Liz Rodol, 1st Grade Advisor	A
April Wish, Co-VP Fundraising	P	Rachel Lewis, Kinder/TK Advisor	P
Alex Wolfe, Co-VP Fundraising	P	Rachael Suarez, Teacher Advisor (5th grade)	P
Sanaz Jedian, Co-VP Student Affairs & Services	P	Jennifer Haws, Principal	P
Ellie Sweeney, Co-VP Student Affairs & Services	P		

Special Guests:			
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III. Minutes - Minutes from 2/28/22 Meeting – Morgan motions to approve minutes; Rachel seconds the motion

IV. Principal's Update - Ms. Jennifer Haws, Principal

- Wed 3/23/22 indoor mask mandate may be ending – more info from district to follow
- Hoping COVID testing will continue through the end of the year
- Open house will be in person
- Will look into seeing if on-site event is possible (i.e. Movie Night)
- Possible Book Fair the week of Open House (and during Open House) – librarian may be reaching out to ETEAM for help. Kids will be able to go in during lunch and recess to purchase books too
- April 25 – Charter review from LAUSD

V. Teacher Advisor Update - Rachael Suarez, 5th Grade Teacher

- Spirit Fridays to continue
- Student Council forming subcommittees – PR group; Eco team - campus beautification (Perhaps 4/23 – around Earth Day); etc.
- Art Night in conjunction with Open House – parents can order products with child's art on it.

VI. Treasurer Report- Financial Update - *Jamie Grossman*

- Bank Balances: Checking: \$257,485.53 Savings: \$200,747.28
 - Axia payments coming in lump sum through Payment Spring – currently linked to transaction codes that can help identify what the money came in for (i.e. Spirit Wear, Enrichment, etc)
- Budget / P&L Review
- Annual Giving

VII. President's Report- *Morgan Smith, President*

- Recruitment – Next Thurs (3/31), Next Tues (3/29 or 4/5). One am event, one evening event. For am: Coffee cart \$500 for 2 hours – will also include teachers for the coffee cart. Maybe for evening: El Mariachi – Wed or Thurs; provide some beverage and food.
- See if there is any interest among room parents.
- Budget for both recruitment events: \$750-1000 total; 11 voted to approve

VIII. Fundraising - *April Wish & Alex Wolfe, Co-VP Fundraising*

- St. Patrick's Day event at Los Encinos Park – went very well; no issues with the park. Sold out. Net profit around \$500.
- Movie Night – Waiting to get update on if this can happen on campus. Encanto? May 20. Also have carnival games (do we want to have a dunk tank vs. bucket; silly string the principal) and food before the movie. Ticket price: considering \$10/person; 4 for \$30.
- Earth Day seed packet – gift from the ETEAM to the students for Earth Day. \$25 for a pack of 100 seed packets on Amazon. Can integrate with campus beautification.

IX. Student Services - Sanaz Jedian & Ellie Sweeney, Co-VP of Student Affairs & Services

- Campus beautification: Will send out email to see if there are artists that can help finish painting some items. Stencils to spray paint in the Kinder area. Would be great if we can finish the projects that were started 2 years ago. Mural in the hallway? Paint the wall by the cafeteria. Paint the benches in the big yard. Privacy screen by the 5th grade entrance to cover up the leftover/storage items that are out there.
- Emergency supplies have been delivered to the classrooms – we are good until 2027.

X. E-Team Website/ Social Media Sites - Laila Parsi & Michelle Leonard, Co-Corresponding Secretaries

- Updating website as events pop up.
- Work on re-organizing the main webpage to make it more user friendly
- Consider putting up a banner at the front and back of school

XI. Grade Level Advisor Updates

- 5th Grade Advisor- *Deborah Levinrad & Gelila Hurwitz* – Camp Keystone on 5/19; 5th grade dance party 6/3; 5th grade culmination 6/8 at 8:30
- 4th Grade Advisor - Vacant
- 3rd Grade Advisor - *Armineh Schmit* – *no updates*
- 2nd Grade Advisor - *Lauren O'Connell & Megan Ruthchild* – *no updates*
- 1st Grade Advisor - *Liz Rodol*
- Kinder /TK Advisor - *Rachel Lewis* – *planning on doing another playdate in the Spring*

XII. New Business

- Yearbook – see if room parents can send an email to advertise yearbook; weekly emails through Blackboard; ETEAM newsletter
- 4th grade class has historically helped at culmination (pass out water and cookies) – will see if there are any interested volunteers

XIII. Agenda items for next meeting and confirm next meeting date

April 18, 2022 – recruitment meeting (candidate statements) with voting opening up to the school that week

XIV. Adjournment - 8:08 pm motioned by Morgan