

TEP Minutes

4 June 2024/ 6-8 PM /room 14

Attendees

Lara Hogan, Peter Samson, Amy Cheng-Tran, Alison Momot, Ellen Weed, Kelly Rockwell, Ashley DeLuis, Danita Menschell, Frederika Swanson, Katie Schwipper, Vitaliy Farber, Lauren Farber, Anabelle Munro, Belle Millar, Amber Lincoln, Tamar Levrán-Galai

Candidates

1. Pete Samson - current board president, journalism/communications
2. Amy Cheng-Tran - non-profit sector experience
3. Frederika Swanson - current board, marketing
4. Ellen Weed - financial planner, party planning
5. Danita Menschell- current board, event coordinating, art/music
6. Lauren Farber - current board, versatile support
7. Ashley DeLuis - graphic design, marketing
8. Annabelle - current board, will chair VAPA 24/25, production and nonprofit background
9. Tamar Levrán-Galai - versatile support

New Board Confirmed

- Discussion of whether committees can share board members, role of TEP as overseeing funds to allocate to science, VAPA, and other.
 - Proposal protocol for these various boards to come to TEP with proposal, degree of separation desired here.

Leadership Positions 24/25

- **President - Pete Samson**
- **Treasurer - Frederika Swanson**
- **Controller - Ellen Weed**
- **Secretary - Ashley DeLuis**
 - Secretary to take on more roles with coordinating announcements, planning, communication platforms, room parent coordinating etc.

Budget Update (Vitaliy)

- **Revenue - \$255k**
- **Expenses - \$320k**
 - Some of the expenses were one-off, around \$315k recurring expenses
 - Surplus is where it should be now, need to stop drawing funds from reserves

Science Update (Amber)

- Proposal for \$9k, will set dates
- Events to include: beach cleanup, science fair (Dec. 4), STEAM Saturday, Raptor Day (February) \$900, Science Day (April 16), outdoor lab and Mr. E science supplies
 - should strategize for more effective fundraising during these events
 - Potential to broaden science related events with other less privileged schools

VAPA Update (Danita)

- Bob Baker marionette show with CAP funds
- Potential to combine events/add more concessions

24/25 Enrichment Discussion

- Need to trim at least \$40-50k off of budget (and likewise cut back on some enrichments that are taking away from classroom curriculum)
 - Teachers have communicated by survey that music should be dropped
 - VAPA could organize music events – speak to Kevin and teachers
 - Organize/formalize music volunteers
 - Teachers have also agreed to drop technology for TK and K

24/25 Fundraising Discussion

- Could raise Giving Fund ask/ event ticket prices
 - Need to be adjusted for inflation
 - Insurance and license fees went up a lot, but ticket prices were not raised in kind
- Payroll expenses can be cut back now we have set-up required systems and documents including employee handbook, benefits etc.

A.O.B.

- Website needs to be updated, LAUSD is transferring platforms
 - Ashley can help design
- Ashley's vision for an updated website merch store with combined Shopify and Printify interfaces (streamlined, no pre-pay)
- More detailed 24/25 Fundraisers Discussion at next meeting

Meeting adjourned at 8:25 PM, minutes recorded by Katie Schwipper

Next Meeting: June 10, 2024, 6pm. Coop at Pine Tree Circle