

Topanga Enrichment Programs
Minutes
March 9, 2021

Call to Order – Time: 7:03pm

Present

Fuji Whittenburg
Mike Burke
Kathleen Beegle
Tracy Murphy
Sean Colgin
Stephanie Lackenby
Kayt Jones
Kelly Young
Kevin Kassebaum

Updates

Financial Updates:

Giving Fund currently at 97% of budgeted annual total expected, approx \$60k from hitting our budget goal for the year.

Giving Fund is the main source of this year's budget given COVID.

During the school year, additional \$7,196 to TEP via Fundraisers

Coyote Run fundraiser collected \$4,200 as of March 9 and projecting (based on pledges) to collect ~\$12,000k total to TEP. Mike Burke to create a video to announce winners, which will be announced March 15th.

Budgeted payroll expenses higher than projected due through school year.

Proposal to keep projected school year costs as is and focus on remaining fundraising activities for this school year

Stephanie Lackenby to depart TEP role at the end of this school year. TEP will need a new Controller.

Upcoming Fundraisers/ Sponsorship

Farm Fresh To You- 10% new subscriptions using school code to TEP. Checks issued 2x/year (February and August).

Spring Auction (online silent auction)- (Sean)- Based on parent survey, majority responded to hold a longer duration silent auction instead of a virtual evening event. Timing- aim for early May
Spell-a-thon (Mike Burke)- aiming for mid-April timing. Suggestions for teachers to incorporate it into lesson plans.

Wine tasting via OneHope- 10% back to TEP. Communications will be sent to school.

Garden boxes via a 5th grade parent. Vote to communicate this option to school, 15% back to TEP

Kathleen is tracking Realtor Sponsorships and planning for varying packages and school banners.

Thought is to design a similar banner across sponsors. Next school year assign a volunteer for social media efforts.

Principal Update: (Mr. K)

Planning and preparations to reopen school in progress for April
Yearbook- Prepping for end of April to be ready

VAPA-

Tracy Murphy leaving after this year, will focus on rebuilding VAPA committee during the rest of the school year.

Art @ school- Introduced "Crafternoons" with Miss Randi each month until the end of this school year.

Science-

Planning for Science Fair- April 29th and 30th – Will get posted on ParentSquare

Astronomy Night- Considering two potential options for either virtual or in-person (depending on timing)

FOSS Kits- Mr. K has arranged for preliminary training for teachers (March 8)

Will ask Sheila Kuehl grant \$ to defer spending on 5th grade science day until next year given difficulties in implementing during COVID

Adjourn: 9:12PM