

TEP Meeting Minutes

June 9, 2020

Call to order: 7:14 pm (online via Zoom)

- Present:
 - *Julianne Gorman, Mike Burke, Stephanie Lackenby, Sarah Gottlieb, Mr. K, Lisa Davis, Kent Hill, Sean Colgin, Casey Engelhardt, Kathleen Beegle, Fuji Whittenburg, Alissa and Kent Hill*
- Agenda:
 - **Election for TEP (timing, method, next steps?)**
 - Move to vote-in posted the nominee list, 10 day notice, now we are vote in
 - Vote: unanimous yes to new procedure
 - Board Positions – each nominated by Stephanie Lackenby, seconded, and voted in unanimously:
 - Fuji Whittenburg – President
 - Kathleen Beegle – Treasurer
 - Stephanie Lackenby – Controller
 - Lisa Davis – Secretary
 - General Members:
 - Sean Colgin
 - Mike Burke
 - Casey Engelhardt
 - All voted in as members (7) – can vote in new members later
 - Banking – Julianne will meet with Fuji and Kathleen at Wells Fargo
 - Sponsorships – what do we do? Julianne will pass info – leave info
 - Fall Auction?
 - Google Drive – Julianne passed link – if everyone can go through
 - Create a new Google Drive for TEP and get files from Julianne
- Overall Fundraising status and Financial Updates:
 - Income – gross: \$34k (positive)
 - RCD owes us a refund
 - Yearbook – made and sold – shipping out June 22
 - Break even
 - Justine Park & Farracy Richmond – may be able to help next year
 - Collect photos from class photographer throughout the year to make it easier
 - Topanga Canyon Art Gallery
 - Leftover VAPA funds / Randy's salary to the Art Gallery
- NEXT YEAR'S BUDGET AND ASK:
 - Notes on teacher survey results:
 - CSR teachers – high
 - Art – less
 - Science – yes
 - PE
 - PD

- Technology – high
- UPDATES:
 - Safety Update:
 - Front door buzzer is in the works (ADA compliance project)
 - Quote for cameras (internet with district) – outside vendor approved by LAUSD
 - Measured windows – get back to us with options
 - Water update – supposed to install water filling station – 2 tiered system with filling stations / filtration system
 - Asphalt resurfacing / ADA / water / buzzer – all related – waiting for final plan needs to be approved by DSA (state architect) for asphalt work, and water is part of that upgrade.
 - Alissa Hill: We should mark/map legacy gifts – plants & art – we should mark that for upcoming asphalt resurfacing
 - Brush clearance update:
 - Early May there was a brush clearance by LAUSD – living oaks, dead oaks, coastal shrubs, 80% of monarch vegetation was removed. Lots of laws broken with the Coastal Commission by LAUSD
 - Working on mitigation plan – to keep money to restore the site
 - Need to get an estimate to LAUSD so they can work to restore
 - Between LAUSD and Coastal Commission right now
 - Space was destroyed
 - Role of TEP & Leadership to help fix this – what can we do? Need a formal assessment from professionals (RCD) to assess
 - Make signs to be on trails – or near artwork – to show protected/conserved area
 - AGENDA ITEMS FOR NEXT/FIRST NEW BOARD MEETING – TUESDAY, JULY @ 7 pm
 - Budget for next year
 - Prepare response to TEP survey to parents
 - Principal Update:
 - Discussed survey results about distance learning and how we can improve for next year.
 - Create an FAQ where we address parent concerns

Meeting adjourned: 8:31 PM

Meeting Minutes Approved by Quorum via e-mail.