

TEP Minutes – 04/19/2022

- **Attendance** (started at 7:06pm) - Bridget, Kathleen, Mike, Fuji, & Ceiri in-person and via Zoom - Molly, Stephanie, Dr. A, Miria, Kevin, and Alisa/Kent
- **Approved** - minutes from last month

- **Financial update** - (Kathleen) With very conservative projections through the end of the year it looks like we are going to break even and possibly come out with a surplus.

- **Fundraisers**
 - Variety Show (4/3) wrap-up - Stephanie/Renee/Miria - It looks like we definitely made the projected \$1,000 (possibly more), but we are waiting on Renee to give final expense numbers. The hired videographer and photographer cost more than expected (\$2,000) so we discussed charging families for the video as done in previous events. With this being the first event to bring the community together without masks, most agreed that we should give the video away to promote the event for future years and make the event about coming together rather than fundraising. We can charge again for video next year.
 - Silent Auction - Fuji/Kathleen - This will happen for two weeks in May. We have done great getting many business sponsors (like gift cards) which seem to do better sales in previous auctions. Although we don't need to, we can send an "ask" to parents for donations as well. Looking mostly for skilled donations (i.e. cooking classes, art lessons, music experience, etc.). Not doing class baskets this year (not big sellers). Also, making class art project donation optional this year.
 - Gala (Topanga Fiesta 4/30) - Fuji - Rather than having an in-person auction this year, we are just having a fun party to bring the community together after two long years apart due to covid. We will be using the \$8,000 budget and aiming to break even rather than fundraise. There will be taco bar, d.j., cash/credit bar with beer, wine, and tequila cocktails. Open to the entire community like alumni and extended family (especially previous 5th grade parents that didn't get to celebrate in the last 2 years). Ticket price is conservative this year at \$50/person. We are planning on selling out. Teachers and Kevin get two complimentary tickets each if they want them. Fuji will have a booth at the TCC's Food Truck Friday this week to sell tickets.
 - Spirit Shack - Bridget - We have sold more than budgeted this year and will continue to sell at Spirit Fridays through the rest of the year. We are ordering 30 more hats in hope of selling them at the Fiesta.
 - Art Show (VAPA) - Miria/Stephanie - Probably cancel this year because everyone has too much going on.
 - Business sponsors - Kathleen - No news, except Stephanie Becker's banner has gone missing??? It's a mystery... Bridget will call Scooby :)

- Topanga Days Kid Zone (5/29 & 30) - Fuji -We usually collaborate with the TCC for this but the TCC decided not to do a kids zone this year. TEP can set up an information table near the playground if interested. We will revisit next year to resume collaboration on the Kids Zone at Topanga Days.
- **Enrichment Programs updates**
 - Science hikes (RCD) - Alisa & Kent - These hikes cost 3 times the amount of Dana's hike, but were planned as a substitution from lack of science curriculum this year. They cannot be sustained next year. We have two more weeks of hikes (next week and the week of May 17th). Kevin is in charge of posting information on Parent Square to inform parents.
 - ComputerWiseKids - Kathleen - Unofficial feedback has been positive so far!
 - Art - Miria - no update
 - Aides - Kevin/Mike - no update
 - PE - Kathleen - no update
 - Plans for 2022/2023 school year - Kathleen proposed that leadership and/or Kevin needs to collect feedback via teacher surveys/parent surveys AND non-quantitative data like discussions and dialogue. Both TEP and leadership need to discuss over the next month and come back to the next meeting(s) with feedback. There should be a template for the surveys from last year somewhere? Discussion continued regarding how enrichment was sorted in the previous year vs. how difficult it was this year. Most agreed that we need plans in place and solidified recommendations for the future board to vote on so enrichment starts immediately with school. Due to lack of time we will continue the discussion via email to prepare for next month's TEP meeting.
- **Stakeholders survey** - see above
- **Room 6 Planters Proposal** - Gina- Dr. A requested \$375 from TEP to enhance Room 6 planters. Students are taking charge of this project.
 - TEP voted and approved proposal for the additional \$375

*****Library Closed at 8:00pm so we had to adjourn the meeting early. We plan to discuss the items below via email*****

- **Science Committee** - Alisa and Kent
 - Recruitment: Thursday 4/21 12:30 prospective science enrichment instructor will be on campus to teach a class. ***Can any parent join?***
- **Track and Field**
- **Teacher appreciation week**