**TEP Meeting Minutes**

**December 11, 2017 – 7:00PM – At The School**

**Board Attendees: Patrick O’Connor, Sean O’Connor, Holden Burkons, Mark Cummins, Jared Vest, Fuji Wittenberg, Rich Singer**

**Teacher Reps: Ms. Weisburg, Ms. Talon**

**Guests: Marium Mack, Jill Williams, Stephanie Becker, Susana Tackett, Melanie Cross, Amerita Bessin, Renee Meriste, Tracy Murphy, Bianca Sapetlo, Jill Elizabeth Gower, Jill Burgeson**

**Absent: Julianne Gorman**

**(A Quorum Was Present During the Whole of the Meeting)**

**Items Discussed and Decisions Approved**

j

1. Minutes of November 13th 2017 were approved.

1. Financial update
   1. Banking change status – Final decision made to not to switch to Citi-National and stay with Wells. Jared moving forward with this decision.
   2. Tax Abatement on 941’s. – Tabled for Jared to follow up. (This is a Place Holder)
   3. TEP Audit – Board voted to defer for another day the decision to have audit or not (This is a Place Holder)
2. Fundraisers
   1. Directory & Sponsorships (Patrick) Went to print!!! Ads /Sponsorships - Almost all has been collected to date (most except Bistro).
   2. Movie night #2 – Rescheduled per Mark - date TBA
   3. Read-a-thon – Rolling out this week!!! Go Patrick!!
   4. Scholastic Dollars - Unanimous Decision made to take profit made in cash rather than credit this year (appx. $3000).
   5. Spelling Bee – Lisa Looney will be contacted to run event
   6. Math Bee – Tabled for next meeting to discuss
   7. Party Book – Colgin Party book #1 Done !!– Net will be $750. Poker Night (Sean Sponsoring) scheduled for January 19th and Daddy Daughter Night Scheduled for February 20th (Mark Sponsoring)
   8. CSR – Need a Volunteer to head this effort. TBA
   9. Auction – Tentative scheduled April 28th at “The 1909”. Sean recruiting someone to help with the “theme/decorating/etc.”.
   10. Track and Field – Date scheduled proposed Thursday May 31, 2017. Patrick to reach out to Mike to coordinate/get status.
3. Other
   1. Clean/organize TEP bin. Part one done!! Part two schedule for the next Movie Night. Mark to coordinate with Sean next date.
   2. Theater/Play Accounting – Mark to work with Jill regarding helping with the transition for the accounting and finance issues for this years play. “Finance Point Person” needs to be assigned.
   3. VAPA Program –in the brainstorming phase and moving forward. Several VAPA representative asked TEP for guidance regarding their role.
   4. Computer Update – Jared gave update on new computer roll out. Ms. Weisberg was briefed on instructions for roll out and other planning issues related to the new machines. Jared indicated the “younger grades” may be covered by existing technology.
   5. TEP Board voted unanimously to pay School Aides for days off during the two “fire days”.
   6. PLAY Discussion – Jared presented an overview of the current play (The Lion King) history and how we got to where are and where we are going. The floor was open for those interested in discussing their point of views and feelings about the play, the production, the budget, etc.. Various individuals discussed their concerns surrounding the play. Jill Williams and Sean O’Connor (and others) discussed their issues, provided background and feedback. There was a general discussion regarding the play budget and specifically concerning the decision to outsource the play director to a third party. It was suggested in subsequent years a formal competitive bidding process be put in place if there is a decision next year to outsource the play.
   7. TETA and VAPA Vote - There was a motion to dissolve the TETA committee, transfer the theater program this year to the Lion King Production Team and formally transfer the theater program to VAPA next year. The motion passed unanimously (with one individual abstaining).

,

1. Next Meeting – Monday January 8th at 7pm at the School.

The meeting adjourned at 9:20pm.