



EnrichED

Caledonia Community Schools

Meeting Minutes

Date August 8, 2017 | **Location:** Kraft Meadows Middle School Tech Room

Times: 6:00 pm

Attendees:

Board Members - Stephanie Pearson, Beth McLean, Kelly Clark.

Advisory Members - Kris Vydareny, Wendy Cammet

Item

Stephanie called the meeting to order at 6:00 pm.

Old Business

- Approval of Minutes from last meeting
 - Beth motioned to approve the minutes and Kelly seconded the motion.
- Have all facility requests been put in for Approval on the District Website?
 - At this time all known facility uses have been submitted and approved. More will get added this fall as needs arise.
- Are all receipts turned in now? Nothing Missing?
 - There is still a couple VEX/FLL ones that they will work to get resolved.
- Charged for printing, or is the number just for tracking?
 - Still no word on this. Probably more for data collecting.
- Were room use meetings held?
 - Beth and Kelly met with Gary and Steve over the summer. Steve met with his staff to gather room use before school was out. Gary is going to check with Randy to see if equipment can be auctioned off. He will get back to us on this. Over the summer VEX parents came in and reorganized the Tech room and noted which equipment could be used and what should go. Kris will check back with Gary on this after school resumes and things quiet down.
- OM coordinator - 2 interested people; Kathy Sebel & Christine Flodin
 - These two will work together as Co-Coordiators for OM. A meeting will be set with these two to review what needs to be done to kick this off in the fall.

New Business

- Email/Drive Access & Re-Organization
 - When things settle down this needs to be addressed especially as we bring OM under the EnrichED umbrella. We need to make sure access is only allowed to specific folders and that everyone can't just access everything. Beth/Kelly/Stephanie will set a time to meet and do this reorganization.

- Background Checks - Kelly
 - Kelly will work to make sure all background checks are given to the Administration. She will make a master spreadsheet that is shared with the Principal Representative (Kris) and he will be the consultant when problems/questions arise. Separate spreadsheets were then created for each group to keep confidentiality.
 - This year we had a lot of background checks come back with coaches unable to drive. Kelly/Kris discussed this after the meeting and it was decided any EnrichED sponsored activities will not have coaches or coordinators organize any type of carpooling. If parents want to do this on their own, that is completely fine. But as best practice we will not be initiating any carpool suggestions. This should be communicated to all Coordinators.

Committee Reports

- Cal Robotics
 - Jr FLL
 - **2017 Season Update:**
 - Nine teams this season, with two from every school except Paris Ridge, which has one team combined with some Emmons students. We have two non-district students this year as well, one from Dutton Christian and one home schooled.
 - 51 students participating this year, up from 41 in 2016 (participation up 20% year over year.) Almost all of participants are 3rd graders, with the exception of three 1st graders.
 - Registration is now closed
 - The new equipment is on order and we are awaiting shipment arrival
 - One scholarship granted this year, parent is coaching
 - Practices will start either the week of 8/28 or 9/4 and conclude with the Expo
 - Season ending Expo scheduled for **Nov 18** at Kraft Meadows, facilities request has been submitted
 - **Financial Report (updated 8/8/17):**
 - Recent purchase: (9) WeDo2.0 kits including power packs **\$2362.03** (\$249.99/ea + shipping)
 - Recent purchase: (9) BLED112 bluetooth dongles (necessary for WeDo2.0 operation) = **\$91.42** (\$9.85/ea + shipping) from Symmetry Electronics
 - Recent purchase: (9) FIRST Jr FLL team fees = **\$891** (\$99/ea)
 - ** Possible future purchase: (9) laptop bags (to provide protection for donated laptops leaving the Tech Room) = \$15 x 9 = \$135 from Amazon
 - **Miscellaneous:**
 - Thoughts on having a FIRST sponsored Expo vs just a local event?
 - FLL
 - 36 students on 6 teams (1 per school, plus an extra at KLE)

- Challenge will be released on August 29 at noon.
- Coaches' Meeting 1 will be held on August 30 at KMMS.
- CE Parent email was discussed. Stephanie will reach out to coach involved.
- VEX
 - All teams are formed. Some teams started already (Mostly High School). Rest will kick off after school starts
 - Going to run our first Skills Tourney on February 2, 2018 at KMMS.
 - Still working with Grandville on Combined League effort.
 - Clean Up night was a success!
 - Work Order placed for Access Point to KMMS tech room
- Code Red
 - Nothing new to report.

Treasurer's Report

- Current treasurer's report
 - Reviewed at Public meeting.
- Form 3372/W-9 Review
 - Refer to the drive for a sign form to use when ordering supplies/products where this is needed.
- Vote on any proposed purchases
 - All proposed purchases were submitted via email and signed electronically.
- Review committee budgets
 - Reviewed at Public meeting.

Q&A - none

The meeting was adjourned at 6:58 pm.

Action Items

Item Description	Persons Responsible	Timeline	Notes
OM Coordinator Transition	Stephanie/Beth	By end of September	Meet with new coordinators to discuss what needs to be done and help kickoff under EnrichED umbrella.
Background checks	Kelly	As needed throughout the year	Kelly let groups know as background checks are done and follow up if restrictions arise.
Drive Organization	Beth/ Kelly/ Stephanie	By January	Meet to reorganize the Drive and limit restrictions.