



EnrichED

Caledonia Community Schools

Meeting Agenda

Date: November 8, 2016 | **Location:** Caledonia Administration

Times: 12:00 pm - 1:00 pm

Attendees:

Board Members - Stephanie Pearson, Beth McLean, Kelly Clark

Advisory Members - Kris Vydareny, Wendy Cammet

Item

Call to order and welcome

- Stephanie called the meeting to order at 12:10 pm.

Old Business

- Approval of Minutes from last meeting
 - Kelly motioned to approve the minutes, Beth second. Minutes were approved.
 - Beth & Stephanie presented at Kiwanis in mid October. It went well and they were excited to hear about what we were doing in Caledonia. Beth will check back in on if they'd like to help with scholarships.
 - Beth & Kelly met with Mercy health (Tim Coddington). He was very excited to hear about what we had going in Caledonia and shared what he was starting along the lakeshore. As the lakeshore program grows this could be a great partnership for EnrichED. They have resources (ie: SS Silversides STEM activities) that would be great for our kids to participate in. It would be great to invite him to our JR FLL expo.
- Review Scholarship Form
 - Reviewed and approved, (Beth made a motion to approve it, Kelly seconded it). The scholarship form will be added to website for all groups to use.

New Business

- Coach & School Staff Interactions
 - After reports of misuse of school property, Stephanie sent out an email to all coaches. Kris polled all buildings and got positive feedback on Robotics in buildings.
 - Robotics will work to make coaches aware of policies and procedures each year and keep them in the loop of what they can and can't do in the buildings. This would be a great reminder at coaches meetings as each group starts off. Refer to Steph's email attached to the end of this document.

Committee Reports

- Cal Robotics
 - JR FLL
 - See attachment for specific updates.
 - Line up teams for demonstration of FLL & VEX at Expo. Request tech room for FLL/VEX.
 - Need more volunteers, 4 judges and background checks for all volunteers through FIRST.
 - Concessions - VEX will check into getting volunteers to do a concessions and get profits for their time.(Kelly)
 - Newsletters, Facebook, email to all donors and interested in robotics. (Steph & each group update their interested in robotics list).
 - FLL
 - 3 teams competing - 11/19 (Grandville & Allendale). See schedule at end of the meeting notes.
 - VEX
 - CODE Red - Community First Robotics team. Willing to work on a partnership with Caledonia Community schools to offer opportunities for CCS Students. Beth has talked to Brady and he is okay with us promoting it to our students in newsletters. Beth will work on getting this information out to HS students.
 - See schedule at end of meeting notes.
 - Seeking to get more donations. Funding is getting low and still have more need for parts.
- Laptops update
 - Both VEX & JR FLL have received more laptop donations from Tim Coddington. JR FLL is using 10 of them and storing the rest at KMMS in the tech room. VEX is using 5 of the new laptops and storing the rest in the tech room at KMMS as well.
- Bosch Grants
 - Beth submitted this grant application for VEX and we hope to hear sometime in January if we will be a recipient of any grant funding. FLL received a check
- CEF Jr FLL Grant
 - Wendy has submitted a grant application to CEF for \$2400. We should hear back closer to the the end of the year.

Treasurer's Report

- Current treasurer's report
 - Was reviewed.
- Vote on proposed purchases for Cal Robotics
 - Motion approved.
- Review committee budgets
 - The committee budgets were reviewed and several were approved during the meeting. Refer to the special purchase request spreadsheet for

detailed information on what was approved.

Q&A

- KDL relationship - Create space (Monday nights)
 - Kris shared about what was going on at Paris Ridge with the help of the KDL library. KDL received a grant that allowed them to purchase several kits that can be used by students. So far the partnership has been a huge success and they will look into how they could implement this District wide.

The meeting was adjourned at 1:10 pm.

Action Items

Item Description	Persons Responsible	Timeline	Notes
Scholarships	Beth McLean	February 14	Check with Kiwanis if they'd like to help with Scholarships.
Scholarship Form	Kelly Clark	February 14	Add scholarship form to the website.
Facility Use	Kelly Clark	December 1	Request tech room at KMMS to show off FLL/VEX robots at Expo
Jr FLL Expo Advertising	Stephanie Pearson	November 19	Create Jr FLL Expo flyer and email to secretaries for newsletters & invite donors, principals, newspapers, etc to attend.

Upcoming events

- 11/19 FLL at Grandville HS (DE1 & PRE1)
- 11/19 FLL at Zeeland East HS (KLE2)
- 12/03 FLL at GR Innovations (CE1, ELE1, KLE1 & PRE2)
- 12/03 VEX Grandville HS
- 12/10 Jr FLL Showcase & Robotics Open House at CHS

01/07 VEX Grandville HS (MS Only)

01/14 VEX Jenison HS

Sample Email to Coaches on Facilities:

Good morning coaches,

I know not many of you are practicing at the schools, but for those who are, and as a general reminder, I wanted to share a few important standards that **MUST** be followed. The entire list can be found [here](#), but the ones that stand out include:

- **Equipment/materials (art supplies, paper, etc.) will NOT be furnished by the school.** Please come prepared with your own. We do have \$20 available per team for supplies, if needed.
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- **School Technology equipment should NOT be used.** IF your team is doing a presentation that needs tech equipment, someone from your team will need to bring in their own to use, at both practices and the tournament.
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- **Moving of tables would be permitted as long as rooms are left in the condition in which they were found.**

Thanks in advance for respecting the spaces that were generously provided for our use. If you have any questions or concerns, please let me know asap.

Caledonia EnrichEd Board Report 11/8/16

Junior First Lego League – Wendy Cammet

1. 2016 Season Update:

- 41 children participating on 7 teams – two teams at Cal El, Emmons Lake and Kettle Lake and one team at Paris Ridge
- Teams working on a challenge called “Creature Craze,” researching and building LEGO models of honey bee habitats while incorporating simple machine attributes
- All registration fees collected, one scholarship granted
- T-shirts – order and artwork forwarded to Versatility Inc for delivery by Thanksgiving

2. Donations Received/Funding Requests:

- 20 Laptops received from Trinity Health on 10/24/16. All of the laptops and power cords have been placed in the storage room at KMMS. Ten of the laptops have been tagged for Jr FLL for upcoming seasons.
- Caledonia Education Foundation grant request for \$2400 was submitted on 10/31/16, request included 10 WeDo2.0 kits and 10 WeDo2.0 power packs.
- Bosch Corporation grant covering registration fees for seven 2016 Jr FLL teams

3. Financials – see attached budget updated through 10/31/16

4. Caledonia Jr FLL Expo on 12/10/16:

- Expo planned from 9 am to noon at KMMS, planned schedule:
 - i. 9:00 – Registration and team table set up
 - ii. 9:30 – Opening ceremony in cafeteria
 - iii. 9:45-11:00 – Exhibit Review/Judging and Activity Tables (holiday ornament craft, LEGO build table and FLL/VEX exhibitions)
 - iv. 11:00 – 11:30 – Judges confer, Teams can tear down tables
 - v. 11:30 – Awards and High Five Ceremony (cafeteria)
- 17 teams currently signed up – including teams from St. Joseph, Kalamazoo, Muskegon, Grand Rapids and Rockford
- \$25 fee will be charged to attending teams
- Volunteers – currently running short on volunteers, have requests out to HS VEX and NHS/ NJHS students too. Also need adults to gain clearance from VIMS per FIRST guidelines
- Trophies – Pegasus Sports in Rockford will sell us individual trophies for \$3.50/ea. This should keep us close to our \$25/team expo registration budget.
- Concessions – none planned, but should we discuss as a potential money maker?
- Assessed a \$462.50 facilities fee for hosting event by Cal Community Schools