

Meeting Minutes

2015/2016 Eton Parent Council (EPC) Meeting

Thursday November 12, 2015

9:00 a.m.

Attendees:

President	Angela Ting
Vice President	Lubdha Khandelwal
Secretary	Manizeh Pirzada
Treasurer	Anne Pace
School Liaison	Monica Maling

Community Coordinators

Lower Elementary	Jodi Minkin
Upper Elem/Middle	Nancy Yim
Volunteering	Paulina Salmón Del Real

Unable to Attend

Pre-elementary Comm. Coordinator	Rukmani Gopalan
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Topics of Discussion

Room Rep Generic Email Address

The generic email address is working and almost all the room reps have been trained. It is important to note that once the community coordinators send out an email to the room reps for broadcast, the room reps need to forward the information to the parent population in a timely manner. Once an email is received from the coordinators, the room reps have until the end of the next day to forward to the parents. Rooms reps need to ensure Alice McNeer is 'cc'd on all emails using the generic email address.

Eton Annual Fund

So far we have 100% participation from the Board of Directors and Administration.

- Monica will add this information to the fund stats being recorded at the entrance to the buildings.

Monica will further try to break down fund participation by level (pre-elementary, lower etc.). She will need to change the wording on the pledge form next year to specify parents should

submit a form even if they are contributing directly through work giving programs. In previous years, companies were able to provide individual donor names to the school, however, this year due to reporting changes, summaries are only being provided. By asking parents to submit a form, regardless of the method of contribution, the school can keep track of *all* pledges (i.e. to send out thank you notes).

Game Night (November 6th) Feedback

General consensus is the night was a success! It was well attended and it looked like the kids were having a lot of fun. Monica will present to the administration the idea of whether a variation to the “Game Night” theme (i.e. include “a raise the paddle” portion, games for children and adults, snacks/refreshments etc.) could be a future fund raiser event instead of the school hosting an auction/gala dinner. The dinner has expenses such as payments for the auctioneer, the venue, food, corkage fee etc. which add up.

Auction Gala – Dec 5th

Monica is updating the procurement spreadsheet as donations and/or experiences are being secured.

Girl Scout Program

An Eton parent approached Monica inquiring about the feasibility of a Girl Scout Program at the school – *note:* Girl scouts build on courage, leadership, technology, etc. whereas the Campfire Girls Program has more of an outdoor focus. Based on her experience, Nancy Yim indicated the Girl Scout Program involves quite a bit of parent volunteering.

- Nancy will ask a representative from the Girl Scout service unit to contact Monica.

Monica will discuss this idea at the next administration meeting.

Toy Drive

Paulina Salmón Del Real inquired whether the school would consider organizing a Toy Drive this year – to support a hospital or Foster Parents. In past years, Eton’s Student Council has organized a food drive, a book drive and a toy drive.

- Monica will reach out to the student council to see if they have something already planned and perhaps we can support them.
- Jodi Minkin is a volunteer with the Centre for Children and Youth Justice (connected with Foster Parents) and she will explore its interest level (in case the student council hasn’t pinpointed an organization yet).

Paulina also suggested it would be beneficial if we could find an organization that would also allow participation in the way of a time commitment. By volunteering the parent/student's time, the end result may prove to be more impactful. As we are in full swing with the Annual Fund and the Auction/Gala now, maybe this is something we can undertake in the spring.