

**Chugach Educational Corporation (CEC)  
Board Meeting Minutes  
January 22nd, 2018**

**Attendees:**

Board:

Michael Allwright—President  
Kelsey Saari— Secretary  
Amey Armachain— Treasurer  
Christine Flanum— PC Coordinator (Voting Member)  
Matt Perdew — MAL  
Clare Fulp — Principal,

Not Present:

Jocelyn Pemberton — Vice President  
Laura Schue — PC Coordinator

**Meeting Called to Order: 12:09 PM**

**November CEC Minutes Approved.** Will update per discussion and present at the next meeting.

**November Assembly Minutes Approved.**

**Financial Report.**

- Amey presented an updated P&L Statement
- The board desires to have more intentional planning/budget communication with the volunteers running different budgeted line items.
- Yearbook presents a small concern for running over. Perhaps explore online orders or pre-ordering to prevent the school from having books sitting around and not sold. Felt high pressure for the office last year to get the last books sold.

**Old Business:**

- Michael sent an email asking parents to watch for the survey instructions coming home
- A followup email will be sent this week containing the hot link
- How can we get people engaged from the beginning of their time here at the school? Can we do a new parent orientation?

**Budget Requests:**

- Polly submitted a funding request to attend a conference. Answer is no, due to current status of the budget. Perhaps needs such as these can be fulfilled through a grant.

## **Principal's Report.**

- Scoop will be coming out soon, new email delivery through mailchimp is showing good readership.
- School tours coming up - Parent volunteer will tour the school with groups followed by a Q&A time with Clare in the Library.
- Art Night is February 9th, coming along nicely and should be another great event.
- Parent/Teacher conferences coming end of February
- Through Ames Web K-2 our reading levels are low. Clare is working on a more unified approach to teaching reading.
- Curriculum Coaching has been pretty hands off for Clare, and she is working to be more involved in the process. Clare has a meeting scheduled for Friday to explore involvement.

## **Parent Coordinator Update:**

- Art Night, February 9th
- School Tours, call has been put out for volunteers
- Memory books, Lyra responded to a message saying that there is functionality for online ordering
- Mini Courses, Lilly and Corina have the planning in hand and the call is out for parent volunteers
- Science Share

## **Community Assembly Schedule and Topics:**

- February - It was decided to take a break from having an Assembly Meeting in February due to the already high volume of activity on the calendar. Michael will communicate change to the community.
- March - Alumni Night
- April - 2018/19 Budget and Volunteer Survey results and action

**Next CEC Board Meeting: February 12th, 12:00pm**

**Next Assembly Meeting: March 5th, 4:30-6pm**

## **ACTION ITEMS:**

- Clare will follow up with email on Math Coaching status
- Christine will follow up with Lyra in regards to limiting memory book order to 230 and explore preorder possibilities.
- Michael to get thank you cards for donors and business match companies.
- Volunteer Committee to meet after Feb 12th meeting to discuss survey and parent engagement.

Motion to adjourn by Matt Perdew. Seconded by Amey.

**MEETING ADJOURNED: 1:38pm**