

ESPO Meeting Notes
Tuesday, March 21, 2017

1. **Welcome and Introductions:** Elizabeth Caswell

2. **Emerson Development Team:** Beth Anderson, Lorna Hildebrandt, and Julie Seagraves
 - a. **Auction:** Thank you to everyone who helped with the Auction. We received the highest donations to financial aid ever. Overall proceeds were slightly down, due to lower enrollment. The online auction is in progress and will close tomorrow at 10:00 p.m. There are lots of awesome items available. Thank you event for volunteers tonight at Quarter Bistro.
 - b. **Retirement Event:** Special event will be held on June 2 to recognize Emerson retirees. Jeff Warren and Betsy Garofalo are serving as volunteer coordinators.

3. **Coordinating Committee Reports**
 - a. **Looking Ahead to Next Year:** Elizabeth Caswell
We will be planning the ESPO calendar for next year in the upcoming weeks. We are also looking to fill chair, co-chair and committee roles. We would love for everyone to consider an ESPO role for next year. Please let Elizabeth and Anja know if you are returning or interested.
 - b. **Grants, Enrichment and Teacher Treats:** Elizabeth Caswell
 - i. *Grant program:* ESPO worked with the school administration to solicit and vet grant applications. We set aside a total of \$1,500 for grants. The ESPO Coordinating Committee decided to make three grants of \$500 each. This is a great example of our pizza lunch revenue being used for the benefit of our classrooms, teachers and kids. The recipients were: 1) Jennifer Kime, for use on a Civil War art project and the Inaugural Ball, 2) Mr. Lie, for use with 6th graders on financial literacy and a related field trip, 3) Beth Nazario, to help purchase 3D printer to be used in a popular elective.
 - ii. *Enrichment* money has also been put aside for extra programming. Nothing has come up yet this year. We will carry over unused money to next year.
 - iii. *Teacher treats:* We are going to try out teacher treats again. Parents can sign up to provide treats on dates in April and June. (Lori Pearson will organize a Signup Genius). This will be a pilot program to see how it works.
 - c. **Pizza Lunch:** Maria Bichakjian reported that all is going well with Pizza Lunch. She encouraged parents to sign up to help. It's fun to see your kids in their natural environment.

- d. **Lost and Found:** Anja Lehmann reported that the Lost and Found project was going well. The project to improve the Lost and Found area and organization was approved by school facilities personnel. The project will be completed in the next few weeks.
- e. **Budget Review:** Annie Bruienne handed out a copy of the up-to-date budget. Annie reported that ESPO is working with the Emerson Business Office to collect funds due to ESPO. They are working on making it a seamless process. Annie also reported that we are doing well with the budget. Income is a little lower, but we have significantly cut expenses. We have \$20,000 reserved for the capital campaign, \$22,000 set aside for next year, and around \$30,000 cash on hand. We have significant upcoming expenses for Pizza Lunch and Passport to the World. The ESPO Coordinating Committee will talk about how to use leftover funds—teacher gifts, etc. We may adjust the amount of reserves for next year.

4. Event Chair Reports

- a. **Teacher Conference Dinner:** John Huber thanked everyone who contributed to the dinner. John shared that the dinner was meaningful and well appreciated by the Emerson staff.
- b. **Passport to the World:** Christine Kim gave an update on the event, planned for the evening of April 21. It will be an exciting evening, with booths representing over 30 countries, entertainment, storytelling, dancing, Chinese drummers and much more. Don't miss this great event. Signup Genius will be coming out soon. Volunteer priorities include: greeters, setup and cleanup, and supervision of allergy table.
- c. **Art-Music Night:** Dana DeBord, Caroline Begola and Silvia Nor are leading the displays for these events. Preparations will begin in April and include putting up all of the children's artwork. Signup Genius for volunteers will be coming out this week.
- d. **Teacher Appreciation Lunch:** Floor Wallenkamp and Ali Sly are chairing this event, which will be held on Tuesday, May 2. The theme is Super Heroes. The first committee meeting will be held next week. Michelle Weaver is going to set up volunteer opportunities, including decorating and food set-up. We will also give gifts to teachers and the school. Last year's gifts included paying for paint to create a mural in the Middle School, a new oven in the kitchen, and a Buddy Bench for the Lower School playground.
- e. **Field Day:** We are in need of a chair for this fun event! The morning Field Day activities include races, competitions, and games outside. The afternoon includes a dunk tank and activities run by the middle school kids. Pizza lunch is provided for the whole school. We will need volunteers to help run events, games and help Maria with Pizza Lunch. Please let Elizabeth or Anja know if you are willing to chair this great event.

5. Committee Chair Reports

- a. **Emerson Cares:** Abbie Lawrence-Jacobson, chair, has recently given Lesley Littman a baby gift (books from Nicola's Books) and is working on retirement gifts from the school.
- b. **Anti-idling:** Caroline Begola—no report today.
- c. **Box Tops:** Great news, Jodi Wilkins has volunteered to be our new Box Top chair. Thank you Jodi!

6. New Business—no new business to discuss today.

ESPO Guest Speakers: Roger Spurgeon, Emerson's Technology Director and Lisa Wilson, Emerson's Technology Integrator and Lower School Technology Teacher.

Roger and Lisa gave an informative presentation on internet trends, digital citizenship at Emerson, and what we can do to guide our kids and keep them safe.

Roger and Lisa's complete presentation, titled *Supporting our Digital Natives*, is available at:

<http://bit.ly/emtech1>

Additional parent resources are available on the Emerson Tech website:

<http://emersontech.weebly.com/parents.html>

The next ESPO meeting will be held on May 16, 2017. Our guest speaker will be Carrie Berkeley, School Counselor.