



EnrichED

Caledonia Community Schools

Meeting Minutes

Date March 26, 2018 | **Location:** Caledonia Administration

Times: 12:00 pm - 1:00 pm

Attendees:

Board Members - Stephanie Pearson, Beth McLean, Kelly Clark

Advisory Members - Christine Flodin, Kathy Sebel, Kris Vydareny

Item

Call to order and welcome

The meeting was called to order at 12:08 pm.

Old Business

- Approval of Minutes from last meeting
 - Two small changes to the drafted minutes posted - Title of Document is now Meeting Minutes, and instead of Invitees, it now reads attendees.
 - Beth motioned to approve the minutes with those two modifications and Kelly seconded the motion.
- Vote on amended [Bylaws](#)
 - Beth motioned to approve the Bylaws and Kelly seconded the motion.
- Vote on amended [Roles and Responsibilities](#)
 - The Background check process was reviewed. Kelly will work to help Admin set up the spreadsheets for each group. Only the word restrictions will be used in the note section to protect confidential information on sheets for each coordinators. All forms will be turned into the school secretaries and then sent over to Admin. The principal representative will oversee this process.
 - Beth motioned to approve the Roles and Responsibilities and Kelly seconded the motion.
- Vote on amended [Guidelines](#)
 - Beth motioned to approve the Guidelines and Kelly seconded the motion.

Old Business - Treasurer's Report

- Simplifying the Coach Discount payment procedure
 - Offer to all Caledonia EnrichED coaches?
 - It was decided that no discounts would be offered to coaches this year during registration. Each coordinator has the option to offer a gift card at

the end of the year if they so choose. It will be up to the discretion of each coordinator if they would like to do a gift card for coaches or not.

- Review proposed budget for 2018
 - Beth reviewed the proposed budget for 2018/2019 school year for all Enriched programs.
 - Kelly motioned to approve the Guidelines and ___ seconded the motion.
- Review committee budgets
 - It was decided to move this discussion to the May meeting. 2018/2019 Budgets for each Committee will be reviewed at that time.

Q&A

- Beth proposed two Fundraising Requests for the High School VEX teams. One was to sell wood this Spring/Summer to help raise money for the new High School VEX field. The other request was to sell Little Caesars kits to also raise money for the field. The MS VEX team may join them this summer with this fundraiser. Both requests were approved by the board.
- Beth brought up that we still need to look into getting a second paypal account added to our current one to separate out the OM purchases. She will look into this matter.
- Kathy discussed that the OM Coordinators would like to reach out to existing coaches to see what we can do to consolidate the two Caledonia OM groups into one for next year.
- Caledonia EnrichED asked Kris if he would look into what the schools process is for a group to request funding from the District. Kris will look into this.
- Open Board positions will be advertised by each group after Spring Break. Nominations need to be received 2 weeks prior to the May 8 meeting.

Adjournment

The meeting was adjourned at 1:15 pm. The next meeting is May 8 at 12:00 pm at Caledonia Administration.

Action Items

Item Description	Persons Responsible	Timeline	Notes
Funding Request	Kris	May 8	Kris will check with Admin to see what the process to request funds is for the District.
OM Teams	OM coord	May 8	OM will reach out to existing coaches to see about consolidating the two different Caledonia OM groups.
Paypal - 2nd account	Beth	May 8	Beth will look into getting a second paypal account for OM.