

**WEEFC Board Meeting Minutes**  
**October 19, 2021**  
**9:00 a.m. at Case House**

**Present:**       **Board Members:** Dickie, Bradner, Covington, Golin, Hanser, McGrath, Taylor, and Wang  
**Administration:** Carter (Assistant Superintendent for Teaching and Learning)  
**School Committee:** Newburg (via Zoom)  
**PTO Representative(s):** Trodden and Palmer

**I. Grant Discussion & Vote**

Dr. Carter presented six grants for a total of \$7,262.

- a. Discovery Museum Traveling Science Workshop-Sounds (Preschools) \$912
- b. Circle of Songs with Hugh Hanley-All School Sing-A-Longs (Preschools) \$800
- c. Be Ahead of the Game Sports (Preschools) \$2,250
- d. Migration vs. Hibernation-Nature Exploration with Puddlestompers (Preschools) \$300
- e. Case Campus Native Peoples Program (Woodland and Country) \$1,000
- f. Archaeological Excavation Analyzation Lab (Middle School) \$2,000

Dr. Carter noted that the preschool teachers would not submit any additional grant requests during the 2021-22 academic year. He described the administration's plan to find a place in next year's operating budget for these grants by rolling art and physician education programming into the preschool curriculum. Dr. Carter confirmed that WEEFC had previously funded these preschool grants other than Circle of Songs with Hugh Hanley. The board discussed how moving these recurring items to the operating budget will liberate preschool teachers to think creatively about new enrichment programs.

Dr. Carter noted that the Archaeological Excavation Analyzation Lab is a follow-up lab experience that supplements an excavation grant that WEEFC approved pre-pandemic.

*A Motion to Approve all six grants was presented, and members in attendance unanimously approved.* (Voted in favor: Dickie, Bradner, Covington, Golin, Hanser, McGrath, Taylor, and Wang)

**II. Treasurer's Report**

Cara McGrath noted that there had been no material update since the previous meeting. Total fundraising to date from the "Principal For-A-Day" elementary school raffles equals approximately \$5,300, exceeding prior years' averages.

**III. Principal For-A-Day Fundraiser**

Final marketing emails were sent in mid-October. The board discussed how best to structure the raffle process and considered whether an online raffle generator would be cost-effective and efficient. Kate will connect with each principal to determine if they prefer an online raffle generator or a paper raffle system. The board discussed expanding raffle fundraisers to the middle and high schools.

**IV. Chair Report**

Kate Dickie shared that the "Kasiisi School Connection to Uganda Grant" approved in April 2021 will not move forward because the Kasiisi School's academic calendar conflicts with the Field School's

academic calendar. The Field School is actively looking for an alternate international partner school. *WEEFC supports innovative and creative grants that enrich the learning experience beyond the regular school budget.*

**V. Winter Appeal, Marketing of Grants, and Spring Fundraising Plan**

The Board discussed the timing of the winter appeal. Kate noted that although the board moved last year's winter appeal to February, historically, such fundraising is in December. The board considered "Giving Tuesday" (November 30th) as this year's commencement date and discussed targeted e-mail marketing of previously funded grants and various ways to incentive participation. Several members agreed to convene next week to discuss further. The board deferred the discussion of spring fundraising to a subsequent meeting.

**VI. Approve Minutes**

*A Motion to Approve the Minutes of the meetings on September 21, 2021, and October 7, 2021, was presented, and all members in attendance unanimously approved.* (Voted in favor: Dickie, Bradner, Covington, Golin, Hanser, McGrath, Taylor, & Wang)

**Next Meeting: November 16, 2021, at 9:00 a.m. at Case House.**

*WEEFC supports innovative and creative grants that enrich the learning experience beyond the regular school budget.*