

ECPSF Allocations Committee Meeting

Minutes: 10/22/2019

Attendees: Kim Hill, Lori Bica, and Dave Morley

Staff: Sue Bornick and Rebecca White Body

The Allocations Committee discussed the grant applications they evaluated. Their final funding recommendations are in the Board packet. Sue Bornick's notes from the meeting with the ECASD's Grant Committee were used as a guideline for the October 22 meeting. Attending the ECASD meeting were Jim Schmitt, Heidi White, James Martin, Mandy Van Vleet (Director of Special Education), and Michelle Radtke (Director of Assessment), and Sue Bornick.

In addition to discussing funding recommendations, the Allocations Committee made the following suggestions:

1. Two comment boxes should be added to the grant application form:
 - One for reviewer comments.
 - One for feedback to the schools about why they may not have received funding
2. Reviewers should sign Conflict of Interest and Confidentiality forms.
3. Allocations Committee members should have a spreadsheet of past grants funded from the greatest Needs Fund cycle (organized by date and school) when making future funding recommendations. A column showing whether each applicant could accept partial funding should be added.
4. Teachers should receive a short survey about ways to improve the grant cycle, such as possibly adjusting its timing.
5. Future grant cycles could have two separate applications, one for field trips and one for curriculum:
 - Categories would be scored separately
 - Categories would be separated on the funding recommendations spreadsheet
6. ECPSF should meet with schools who haven't applied for grants to educate them about the opportunities.
7. Potential updates to the Grant Guidelines, which would be updated on the website when approved:
 - a. Cap the number of grants allowed per school?
 - b. Specify that grant requests for curriculum required by District won't be funded
 - c. Specify that repeat grant requests from the same schools won't be funded
 - d. Tell applicants to make sure not to submit duplicate applications for the same proposal from the same school
8. Discuss the use of reserve money and present to Board for discussion.