

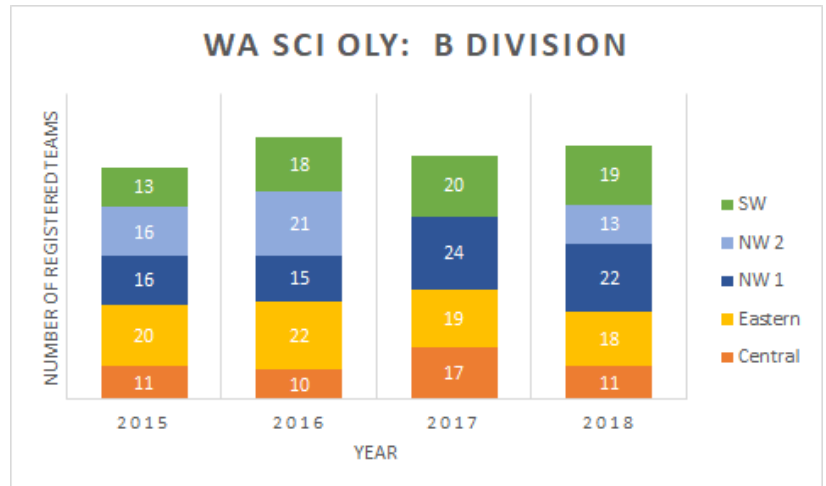
**Washington Science Olympiad Board of Directors  
Annual Meeting  
21 July 2018  
1000 - 1400**

Call: 1-877-820-7831

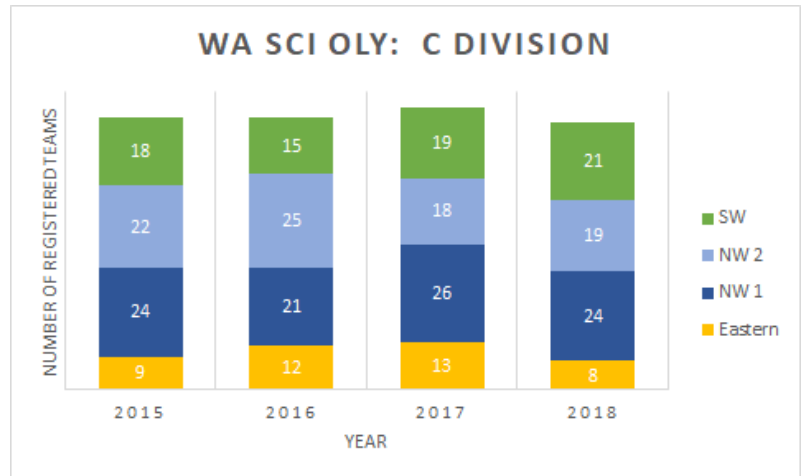
When prompted, enter participant code: 756211

invited	present?
Jessica Geer	No
Sheila Guard (Treasurer)	Yes
Jay Louthback (Vice Chair)	Yes
Judy Mannard	No
Scott McComb (Chair)	Yes
Sue Murphy (State Director)	Yes
Diana Rhodes	Yes
Kathy Sheehan	No
Christy Wood	No
David Rosi (Secretary)	No
Trevor Day, 2018-21 BoD Nominee	Yes
Student Advisor Nominees (2018-19):	
Shawn Barnett (Central Valley HS)	No
Abigail Jiang (Camas HS), 2017-18 Student Advisor	Yes
Maia Kawamura (Camas HS)	Yes
Ansel LaPier (Central Valley HS)	No
Sagarika Samavedi (Interlake HS)	No
Sharlene Shirali (Interlake HS), 2017-18 Student Advisor	Yes

- I. Call to Order @ 10:03
- II. Roll Call
  - A. Guests: Lei Jiang (SW region), Katie Day (NW region)
- III. Review agenda
  - A. 10-11AM Open meeting/forum
    - 1. Draft of [2018-19 WSO Unified Schedule](#)
      - a) Sounds of music
        - (1) Testing for pitch
        - (2) Play major schedule
        - (3) No performance aspect
      - b) Tournament directors' discretion
        - (1) Adjust times to top of hours
        - (2) Expand block times if necessary
        - (3) Schools with multiple teams MAY test in sequential hours with appropriate supervision
  - B. 11AM-12PM Open WSO BoD Meeting
    - 1. End-of-year reports
      - a) Confirmation of BoD application notification to membership
        - (1) Sent 5 Jun to all coaches
      - b) Annual report from BoD chair
        - (1) 2017-18 Registration
          - (a) B Division:



(b) C Division



(2) National Tournament Performance

(a) Camas: 11th overall

(i) 1st in optics; 2nd in dynamic planet

(b) Evergreen: 20th overall

(i) 2nd in disease detectives; 3rd in dynamic planet; 3rd in meteorology

(3) Finances

(a) ~\$22K in reserve

(4) Partnerships

(a) Invitationals

(i) C teams write B tests / test devices

(b) Tournament sites

(c) SPEAA

(5) Strengths / Weaknesses / Opportunities / Threats

(a) Strengths

(i) Core group of dedicated directors and coaches and students

(ii) Powerful outcomes for students

(iii) Broad enthusiasm for extracurricular STEM

(b) Weaknesses

(i) Many volunteers already working at capacity

(a) Challenging to focus on longer term strategy and support mechanisms for others

(ii) Indispensable volunteers at various institutions

(a) Financial support

(c) Opportunities

(i) Systematic public recognition of volunteers

(ii) Closer connection to nationals and other state directors

(a) Advertising

(b) Supervisor preparation

- (iii) Closer connection to relevant industries and professional organizations
  - (a) E.g., highlight tasks in trial events
    - (i) E.g., Clean Energy Institute re: battery technology
  - (b) E.g., tours at local industries / labs
  - (c) E.g., mentors and awards
    - (i) Rock clubs
    - (ii) Meteorology
    - (iii) Research facilities
    - (iv) Engineering firms
- (iv) Closer collaboration with host institutions
  - (a) Merit scholarships?
- (v) Closer connection with alumni
  - (a) More systematic
  - (b) Seem to be more excited about writing tests
- (vi) Closer collaboration between supervisors at invitational, regional, and state tournaments
  - (a) Structures to continue to improve vertical alignment
    - (i) Provide exemplars to supervisors (spread the field of diversity of preparation). Recommendation: e.g., M/C b/c easy to grade; e.g., range of difficulty ACTION: one-page overview
    - (ii) Connect veteran Sci Oly supervisor (?) to spread difficulty and access test bank
    - (iii) Suggestion: student survey of test format / structure / level of rigor. Abigail: generate and send?
    - (iv) Suggestion: track range of scores
- (vii) Systematic data collection and communication
  - (a) Feedback from tournaments
  - (b) Demographics
    - (i) By school?
- (viii) Messaging and advertising
  - (a) E.g., stickers and bumper stickers
  - (b) E.g., banners
    - (i) E.g., Welcome, Sci Oly!
    - (ii) E.g., trophy banners

- (c) One-page: "Why Sci Oly?"
  - (i) What? <How to distill tournament experience in one page?>
  - (ii) Impact?
  - (iii) Hall of fame
- (ix) Capacity
  - (a) Increase number of tournament sites (?)

(d) Threats

- (i) Volunteer turnover
  - (a) Retirement
    - (i) Highline
    - (ii) Eastern
  - (b) Return on investment; other commitments
    - (i) Central
    - (ii) Seattle
- (ii) Inequitable access
- (iii) Daunting for new teams
  - (a) Systems
  - (b) Money
- (iv) Other STEM competitions

- c) Submission of ballots/final tabulation/results of election of BoD members and student advisors
  - (1) Sheila Guard: 2018-21
  - (2) Diana Rhodes: 2018-21
  - (3) Trevor Day: 2018-21

Student

- 1) Shawn Barnett
- 2) Abigail Jiang
- 3) Sharlene Shirali

- d) Departing board members: Kathy Sheehan

## WSO Executive BoD Meeting of 2018-19 elected members

Present: Scott, Trevor, Sheila, Jay, Abigail, Sue, Diana, Sharlene

### IV. Election of officers

- A. Chair: Scott
- B. Vice chair: Jay
- C. Secretary (interim): Trevor
- D. Treasurer: Sheila

### V. Approval of [Minutes from last Board Meeting](#) (5/5/18)

### VI. Update on [Action item update](#)

#### A. SPEEA

- 1. New teams eligible for registration waiver
- 2. Reimbursement up to \$200
- 3. Next year:
  - a) Tournament support?

#### B. Registration policy

- 1. Problem:
  - a) NW teams heading to South Central or SW
- 2. Proposal 1
  - a) Register up to 2 in **geographic region** <1 Dec
  - b) After 1 Dec,
    - (1) Register additional teams
- 3. Proposal 2
  - a) <1 Dec,
    - (1) register up to 6 teams in geographic region
    - (2) Space available, register additional teams, register in other regions
  - b) UW: C-division for 40 teams
  - c) Bothell?: B-division for xx teams
  - d) Seattle: smaller B/C
  - e) Yakima: 10? Teams
- 4. LEAF
  - a) Participation rate?
    - (1) **ACTION:** Diana to look at tournament results
    - (2) **ACTION:** tournament directors: solicit feedback (for every event); part of test
  - b) Changes?
    - (1) **ACTION:**
      - (a) Scott: Test instead of interview?
    - (2) **ACTION:** Scott to initiate online conversation

## VII. Reports

### A. Treasurer

#### [Checking spreadsheet](#) Summary:

Balance: \$2,362.64

Revenue: \$35,425.00 Expenses (adjusted to NOT include balance transfers since not actual expenses, FY17 expenses carried forward, and June 18 State Director salary to be covered FY19) - \$37,632.40

This represents a [negative] difference of \$2,257.40 between FY18 revenue and expenses ... resulting from fewer than expected teams registering, approved budget items paid, and FY17 expenses paid with FY18 revenue. The result – to get WSO thru Sept 18 expenses – was to transfer \$3,000 from savings to checking. But since we'd transferred \$10,000 from checking to savings in the Fall, net FY18 result was \$7,000 put in savings.

#### [Savings spreadsheet](#) Summary:

- Balance - \$24,588.89 with \$1,811 in reserve for Eastern WA = \$22,777.89 available for WSO Contributions - \$2,500 from SPEEA grant; \$20.64 from donations Interest - \$20.64
- \*NOTE: \$10,000 was transferred from checking Fall 2017 as surplus and \$3,000 transferred from savings to checking June 2018 to cover expenses thru Sept 18. Figures don't necessarily indicate what savings is actually available to carry forward in full from FY18 to FY19. Indeed, once FY19 revenue starts coming in, we may have extra funds to transfer from checking to savings.

**ACTION:** Sue re: 2018-19 budget proposal for fall

### B. State Director

1. Update website re: registration process by 1 Aug
2. New website
  - a. **ACTION:** Sue to share information with regional and invitational tournament directors
3. Registration deadlines
  - a. Open 4 Sept
  - b. <1 Dec: local

### C. Regional Boards

1. Eastern:
  - a) Spokane Falls
    - i) 9 March 2019 (preferred) or 2 Mar or 16 Mar
2. Northwest
  - a) Seattle:
    - (1) [Debrief notes](#)
    - (2) Connect WISE mentors with teams via video chat

(3) Tournament date: **2 March 2019**

(a) gym is surplus their bleachers

(i) no longer have a facility that can host as big an award ceremony

(ii) some possibilities

(a) fewer schools and send more to UW where they have facilities that can accommodate more?

(b) staggering it?

(c) setting up the actual awards to be picked up by the winners later?

(d) SAM atrium?

(e) Broadway Performing Arts Center

(b) Cap at 18 / division

(c) ACTION: Scott re: size

b) Bothell:

(1) B only (16 published) (18 total)

(2) 23 Feb 2019 or 16 Mar 2019

(3) **ACTION**: Sheila get it on the calendar

c) UW:

(1) C only, up to 40

**(2) 9 March 2019**

d) Highline

(1) 13 April 2019??

e) Invitationals

(1) C

(a) Curtis

(b) Raisbeck: **ACTION**: put it on calendar in Feb or Dec

(2) B

(a) Northshore?

(b) Chinook?

3. South Central:

a. B Tournament

i. 26 Jan 2019

ii. Cap at 10 (Diana to determine for now)

4. Southwest:

a) Invitational

(1) B: Dec?

(2) C: Dec?

b) Regional:



(1) Clark

VIII. Old Business

A. SPEAA grant

1. Sue to update and submit grant request by 8/15/18

B. Tournament support

1. Wait for proposed budget (anticipate \$2K)

IX. New Business

A. Prioritize action items from SWOT

B. WA Sci Oly website

X. Next meeting (fall meeting)

[Availability?](#)

22 September 2018 @ 0900 - 1100 PDT

XI. Adjournment