Washington Science Olympiad Board of Directors
Annual Meeting
29 June 2019
1000 - 1400

University of Washington
Molecular Sciences Building, Rm 115

To join remotely, call 605-313-5872.
The teleconference code is 314700.

invited	present?
Sheila Guard (Treasurer)	yes
Jay Loutherback (Vice Chair)	yes
Judy Mannard	no
Scott McComb (Chair)	yes
Sue Murphy (State Director)	yes
Diana Rhodes	yes
Nick Stephens	yes
Tim Weber	yes
David Rosi	no
Trevor Day	yes
Ansel LaPier	yes
Tyler Stanley	no

I. Call to Order @ 1010

II. Roll Call
   A. Guests:
      1. Andrew Jokela, WWU
      2. George Sun, UW
      3. Sayan Bhatia, Redmond HS
      4. Priya Rajesh, Redmond MS
      5. Bella Alexander, UW
      6. Van Athmalingam, Evergreen MS (TMS?)
      7. Swarnima Aswinkumas, Redmond MS

III. Review agenda
   A. Open Meeting / Forum
      1. Draft of schedule
      2. Invitationals for 2019-2020
   B. Open WSO
      1. Annual report from Chair
   C. Board Meeting

IV. 10-11AM Open meeting/forum
   A. Events and projected events: triple chart
   B. Draft of 2019 - 20 WSO Unified Schedule
      1. Returning events
         a) Sounds - changing rules to "ensure" students build instrument and that may be more scale-oriented rather than playing a tune.
            (1) I suggest we consider WA modifications to simplify how it's run. Last year was super complex - TKMD
      2. New events
         a) Detector Building
         b) Ping Pong Parachute
         c) Machines
      3. Comments
         a) Six hours of Game On / Protein
            (1) can be expensive--about $700 to have a computer lab for most of the day
         b) Running B Exp Des last three hours?
            (1) Move?
            (2) Run all first hour like Nats?
         c) Insert empty slots between WIDI? Challenging for unified scheduling, but simplifies logistics, esp. At UW
            (1) We could do that for many events,
               (a) + allows time for grading
               (b) - eliminates room overlap between events
            (2) Yes, but in my experience WIDI was the biggest headache because back to back rooms are hard to schedule and expensive at the UW, since the supervisors can't move builds. Too expensive to rotate between more than two rooms.
               (a) And 3 different rooms (one for each set of doers) is not a possibility b/c cost, we need those rooms for other events.
      4. Tournament directors' discretion
         a) Adjust times to top of hours
         b) Expand block times if necessary
         c) Schools with multiple teams MAY test in sequential hours with appropriate supervision
      5. Division C: Detector Building is no impound

   C. Recommended pilot and trial events: https://www.soinc.org/learn/trial-events

From National Sci Oly Technology Committee Meeting

2020	Gliders (B) Wright Stuff(C)	MouseTrap Veh (B) Gravity Veh (C)	Boomilever (B,C)	Mission Possible (B) Detector Building (C)
2021	Electric WS (B) Gliders (C)	MouseTrap Veh (B) Gravity Veh (C)	Bridges (B,C)	Mission Possible (B) Detector Building (C)
2022	Electric WS (B) Gliders (C)	Wheeled Veh (B) Scrambler (C)	Bridges (B,C)	Roller Coaster (B) Mission Possible (C)

   1. **LEAF**
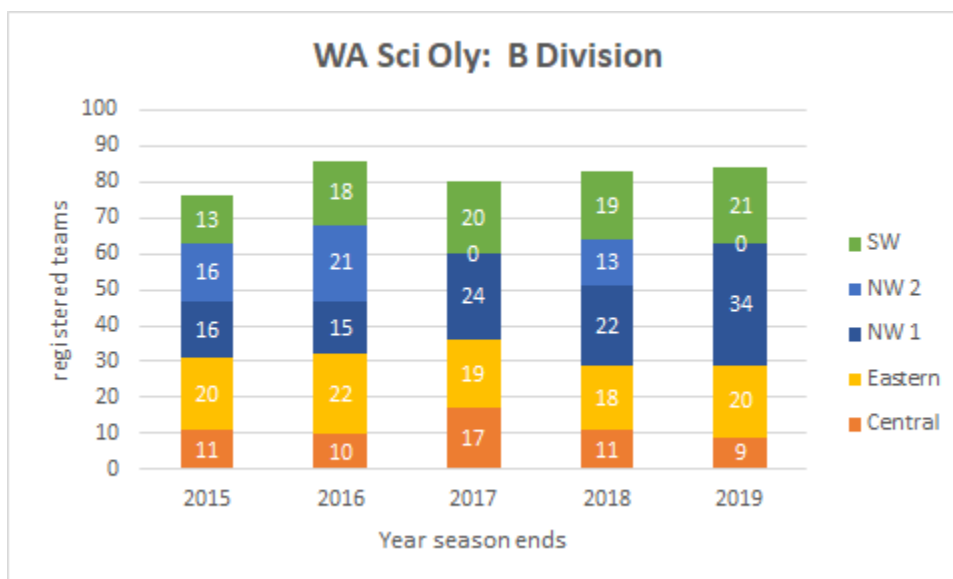   a) New challenge: cargo pick up!
      b) DRAFT rules

2. Coming 2021: **Electric Wright Stuff** (DRAFT) B / C
3. **Best Battery** or **Solar Power** (or something like it)
   a) In conjunction with Clean Energy Institute?
   b) Relevant!
   c) Solar Power trial rules
4. **WiFi Lab (Division C)**
   a) Run as trial for 2 years (2017, 2019)
5. **Code Analysis (link to trial rules)** - potential rotation event for 2025/2026
   a) Test is all paper
   b) Relevant! (and not Game On!)
   c) Proposal to run for B instead of GOn
6. Coming 2021 **Environmental Chemistry (B / C)**
7. Coming 2021: **Elevated bridge**
8. Feedback from non-board attendees:
   a) Interest in Best Battery and Environmental Chemistry from Redmond coaches
   b) Third flying event would be difficult for many venues, esp. UW
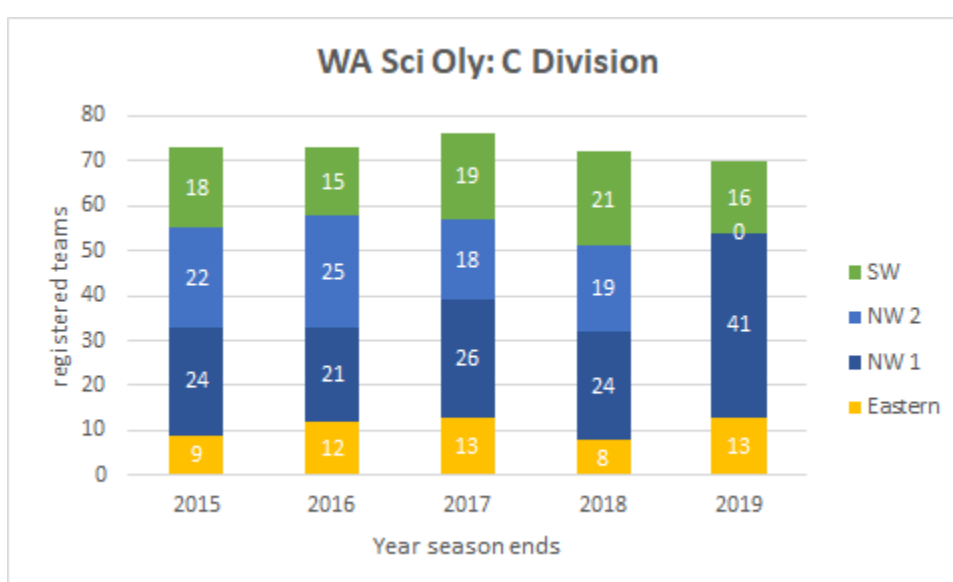   c) Code Analysis might get support from CSE department at UW

V. 11AM-12PM Open WSO
   A. End-of-year reports
      1. confirmation of BoD application notification to membership
         a) Sent _____ to all coaches
      2. annual report from BoD chair
         a) Registration
            (1) B:

            (2) C

         b) Performance
            (1) Bothell: 22nd overall
               (a) 5th in anatomy; 5th in mission possible
            (2) Evergreen: 17th overall
               (a) 4th in elastic launch glider, 3rd in heredity, 5th in herpetology, 4th in potions
         c) Finances
            (1) Savings: $27,601.63 ($1744.01 earmarked for EWSO) + May/June interest
            (2) Checking (from 5/19): $1,024 (awaiting May expenditures from Sue)
         d) Partnerships
            (1) Invitationals

        (a) C teams write B tests / test devices
    (2) Tournament sites
    (3) SPEAA
e) Strengths / Weaknesses / Opportunities / Threats
    (1) Strengths
        (a) Core group of dedicated directors and coaches and students
        (b) Powerful outcomes for students
        (c) Broad enthusiasm for extracurricular STEM
    (2) Weaknesses
        (a) Many volunteers already working at capacity
            (i) Challenging to focus on longer term strategy and support mechanisms for others
        (b) Indispensable volunteers at various institutions
            (i) Financial support
    (3) Opportunities
        (a) Systematic public recognition of volunteers
            (i) **ACTION**: Sue to generate and send thank-you letters with certificates at end of each tournament
                (a) Boiler plate with some meaningful personalization
        (b) Closer connection to nationals and other state directors
            (i) Advertising
            (ii) Supervisor preparation
                (a) **ACTION**: Sue to solicit and share best practices
        (c) Closer connection to relevant industries and professional organizations
            (i) E.g., highlight tasks in trial events
                (a) E.g., Clean Energy Institute re: battery technology
            (ii) E.g., tours at local industries / labs
            (iii) E.g., mentors and awards
                (a) Rock clubs
                (b) Meteorology
                (c) Research facilities
                (d) Engineering firms
        (d) Closer collaboration with host institutions
            (i) Guiding question: why is it worth it for higher ed to host Sci Oly tournament?
            (ii) Merit scholarships?
        (e) Closer connection with alumni
            (i) More systematic
                (a) **ACTION**: Nick establish structure
            (ii) Seem to be more excited about writing tests **ACTION**: coaches: connect alumni to tournament directors
        (f) Closer collaboration between supervisors at invitational, regional, and state tournaments
            (i) Structures to continue to improve vertical alignment
                (a) 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**: Scott one-page overview for each event
                (b) Survey "things to watch for" re: build events at invitationals **ACTION**: Trevor to create and collate
                (c) Maintain bank of invitationals -> regionals -> state test **ACTION:** Judy
                (d) Connect veteran Sci Oly usupervisor (?) to spread difficulty and access test bank
                (e) ~~Suggestion: standardized student survey of test format / structure / level of rigor.   ACTION: Trevor generate and send?~~
                (f) Suggestion: **ACTION**: _____ track range of scores
        (g) Systematic data collection and communication
            (i) Feedback from tournaments
                (a) What's used so far?
            (ii) Demographics
                (a) By school?
        (h) Messaging and advertising
            (i) E.g., stickers and bumper stickers
                (a) ACTION: Scott sample at RAHS tournament
            (ii) E.g., banners
                (a) E.g., Welcome, Sci Oly!
                (b) E.g., trophy banners
            (iii) One-page: "Why Sci Oly?"
                (a) E.g., [thank-you poster](#)
                    (i) NOTE: this is an early draft; the final edition included action photos that better illustrate Sci Oly's impact on a broader demographic range.
                    (ii) **ACTION**: Scott to update
                (b) What? <How to distill tournament experience in one page?>
                (c) Impact?
                (d) Hall of fame
        (i) Capacity
            (i) Increase number of tournament sites (?)

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

        3. submission of ballots/final tabulation/results of election of BoD members and student advisors - votes cast prior to Annual Mtg - 19 in full support of BoD and Student Advisors slates
            a) Tim Weber: 2019 - 22
            b) Nick Stephens: 2019 - 22
            c) Scott McComb: 2019 - 22
            d) Ansel LaPier, 2019 - 20
            e) Tyler Stanley: 2019 - 20
        4. departing board members:
            a) **ACTION**: Sue: thank-you letter and certificate of appreciation - Jessica Geer & Christy Wood

WSO BoD mtg of 2019-20 elected members

Present: Sue, Nick, Tim, Sheila, Trevor, Scott, Diana, Ansel, Jay

VI.   Election of officers
        A. Chair: Nick
        B. Vice chair: Scott
        C. Secretary: Trevor
        D. Treasurer: Sheila

        Approved.

VII.   Update contact information

VIII. Approval of Minutes from last Board Meeting
            Trevor moves
            Jay seconds
            Motion carries

IX.   Update on Action item update
        A. SPEEA
            1.
        B. Registration policy
            1.
        C. Trial Events
            1. LEAF

X.   Reports
        A. Treasurer
                Checking spreadsheet Summary:

                Savings spreadsheet Summary:

            ACTION: Sue to prepare proposed budget for fall

        B. State Director
            1. Update website re: registration process by _____ (1 Aug?)
            2. Registration deadlines
                a. Open _____(4 Sept?)
                b. Local: _____ (<1 Dec?)

3. EWU will NOT host State next year or in the foreseeable future
    a. Heather McKeen has retired and doesn't want active responsibilities
    b. Jay Loutherback is Eastern Regional Chair
        i. Met with Big Bend & Central Washington University
            1. Interested in hosting a regional at Big Bend (2021?)
            2. CWU: interesting in hosting State (not 2020, but beyond: 2021?)
4. UW potential flying spaces
    a. Intellectual House Gathering Hall - $200
    b. HUB Lyceum - $300
    c. Kane 120 - ~$600

C. Regional Boards
    1. Eastern
        a) Regionals:
            (1) Location: SCC
            (2) Division: B & C
            (3) Size limit: 22 per div
            (4) Date: likely 2nd weekend in March
            (5) ACTION:
        b) Invitationals
            (1) Location: Central Valley HS
            (2) Division: B & C
            (3) Size: 12 per div
            (4) Date: Jan TBA

    2. Northwest
        a) State: UW:
            (1) *Dates reserved:* ~~Saturday, February 29, 2020;~~ *Saturday, April 18, 2020*
            (2) *Division/Size:* ~~40 in one division or~~ *20 in each Div. B/C*
            (3) **ACTION**:
                (a) UW still working on minors policy
                (b) Generate list of Sci Oly alum at UW; share with organizers

        b) Regionals
            (1) Bothell:
                (a) Division: B
                (b) Size: Up to 34
                (c) Date: *Reserved March 21*
                (d) **ACTION**:
                    (i) Sheila: check availability for March 14
            (2) Western Washington:
                (a) Division: C
                (b) Size: <=40 teams (need to confirm #'s)
                (c) Date: 7 March? 29 Feb?
                    (i) finals : 16 - 20 Feb
                    (ii) latest : 29 Feb or 1 Mar
                (d) **ACTION**: Trevor follow-up re:
                    (i) dates
                    (ii) (gently) confirm team limits / school

            (3) Sehome:
                (a) Division: B
                (b) Size: <=22 teams (up to 24)
                (c) Date: flexible
                (d) **ACTION**:

        c) Invitationals
            (1) B division
                (a) Northshore MS
                    (i) Size limit: 33 max (4 or fewer teams from each school)
                    (ii) Date: Jan 18, 2020
                    (iii) **ACTION**:
                (b) Redmond HS
                    (i) Size limit: 24
                    (ii) Date: Requested dates (in order) Feb 1, Dec 7, Jan 11, Jan 25
                    (iii) NOTE: May not do all events (no build)
                    (iv) **ACTION**:

(2) C division
                            (a) Curtis
                                (i)   Size limit:
                                (ii)   Date: 11 Jan 2019
                                (iii) **ACTION**:
                            (b) Raisbeck Aviation:
                                (i)   Size
                                (ii)   Date:
                                (iii) **ACTION**:
                            (c) Sehome
                                (i)   Size: 15 Sehome + 10 - 15 additional teams
                                (ii)   Date: 16 Nov 2019
                                (iii) **ACTION**:
                                        (a) Board policy says teams at invitational must be registered with
                                            state

            3. Southwest:
                a) Camas B Invitational
                    (1) Size limit: 30
                    (2) Date: 14 Dec 2019
                    (3) **ACTION**:   Sue to follow-up re: dates
                b) Camas C Invitational
                    (1) Size limit:
                    (2) Date: 7 Dec 2019
                    (3) ACTION:
                c) Regional:
                    (1) Lower Columbia College
                    (2) Size limit: 24 per div
                    (3) Date: ???

Summary of tournaments

Division	Region	Competition	Host	# of teams	date			
B	Eastern	Invitational	Central Valley	12	TBA Jan			
C	Eastern	Invitational	Central Valley	12	TBA Jan			
B	SW	Invitational	Camas	30	14-Dec-19			
C	SW	Invitational	Camas	30	7-Dec-19			
C	North	Invitational	Sehome	25	16-Nov-19			
C	NW	Invitational	Curtis	24	11-Jan-19			
B	NW	Invitational	Northshore	33	18-Jan-19			
B	NW	Invitational	Redmond HS	24	1-Feb-19			
TBD	NW	TBD	Raisbeck	24	TBD			
B	Eastern	Regional	SCC	22	14-Mar-20	tentative		
B	NW	Regional	Bothell	34	21-Mar-20	Sheila will check for 14 Mar 2020		
B	North	Regional	Sehome	22	flexible			
B	SW	Regional	Lower Columbia	24				
C	Eastern	Regional	SCC	22	14-Mar-20	tentative		
C	North	Regional	Western	40	29 Feb? 7 Mar	Trevor will follow up with Andrew		
C	SW	Regional	Lower Columbia	24				
B	NW	State	UW	22	18-Apr-20			
C	NW	State	UW	22	18-Apr-20			

XI.   Old Business
      A. SPEAA grant
          1. Sue to update and submit grant
      B. Tournament support
          1. Wait for proposed budget (anticipate $2K)
      C. Probation: proposal

XII. New Business
      A. Prioritize action items from SWOT

XIII. Next meeting (fall meeting)
          Availability?

XIV. Adjourn @ 2:10 PM