

**Washington Science Olympiad
Annual Meeting
15 July 2017**

Call: 1-877-820-7831

When prompted, enter participant code: 756211

invited	present?
Sheila Guard (Treasurer)	yes
Jay Loutherbak (Vice Chair)	yes
Abigail Jiang (Camas HS)	yes
Judy Mannard	no
Trevor McAllister-Day	yes
Scott McComb (Chair)	yes
Michele Moore	no
Sue Murphy (State Director)	yes
Diana Rhodes	yes
David Rosi	no
Kathy Sheehan	no
Sharlene Shirali (Interlake HS)	yes
Nick Stephens	no
Jessica Tafolla	no
Christy Wood (Secretary)	no
Guests in attendance: Katie Guard, Alison Guard	yes

- I. Call to Order for Open Meeting / Coach Forum
- II. Roll Call – see above
- III. Topics of Discussion
 - A. Trevor McAllister-Day presentation re: proposed pilot event
 1. Cogito Ergo Sum
 - a) C-level event re: brain anatomy and MRI
 - (1) Diana: Good for C division
 - (a) Recommended some diseases and pathophysiology
 - (b) Can find people to help find images and write questions
 - (2) Jay: Some B students may be interested

- (3) Abigail: Focus on cellular and application
 - (4) Sheila: Work out kinks this year as optional event
 - (5) Sue: If on state schedule as Trial event, definitely need support.
 - b) Relevant and STEM
 - c) Lots of support from UW lab
 - d) This year, A&P focus is digestive, respiratory & immune systems
 - e) Would be helpful to have outline
 - f) Trevor would be happy to write regional and state tests
 - g) Could offer state winners a structural scan (~ 10 minutes)
 - h) Specific proposed changes to rules:
 - (1) 3a: following ~~four~~ three sections
 - (2) 3ci: ~~portion~~ <mirror anatomy and physiology: focus on higher-level organization>
 - (3) 3c: blood supply
 - (4) 3cvi: add strokes, tumors, MS & demyelinating, age-related changes
 - (5) 3e: understand physiology of impulse
 - i) ACTION:
 - (1) Trevor make edits and re-send for review by 15 Aug
 - (2) Trevor make tentative outline and send for review by 15 September. Sheila and Diana review and approve by 1 September
 - (3) Sheila to review and approve by 1 Oct
 - 2. Psychology pilot event (especially linguistics)
 - a) Prepare for 2018-19
- B. Draft of 2018 WSO Unified Schedule
 - 1. LEAF
 - a) Manage expectations regarding AIAA involvement / supplying event supervisors to all tournaments
 - (1) YVC needs supervisor identified in September
 - (2) Eastern WA would like AIAA event supervisor identified by early January – committing to both SFCC and EWU tournaments.
 - b) Power supply inconsistent over the course of the day
 - (1) Need two voltage sources
 - c) Streamline process
 - d) Continued scheduling as regular event in addition to 23 NSO events.
 - e) MUST get feedback from all tournament directors
 - f) ACTION: Sheila get feedback re: objectivity of interview
 - g) ACTION: Scott to resolve event rules by 15 Aug – send to BoD for review:
 - (1) Verify options for motor
 - (a) Have motors available for all teams (Scott? AIAA? WSO purchase? Tournament Director?)

2. National SO events posted to draft schedule. See WSO web site.
- IV. Call to Order for Open WSO Board Meeting
- V. Roll Call – see above list
- VI. Year-End Reports
 - A. Confirmation of WSO membership notification of Annual Meeting according to by-laws – June 6 via email and posted to web site
 - B. Annual Report from 2016-17 BoD chair:
 1. 161 registered teams
 2. New tournament site at University of Washington
 - a) Demographic survey
 - (1) N=80
 - (2) Gender equity: 54:46 male:female
 - (3) Race: ~ representative of counties where teams came from
 - (4) Do the survey at state in 2018
 - b) 18 teams registered, 17 competed
 - c) Expensive! (rooms aren't free)
 - (1) Funding available from individual departments and Registered Student Organizations
 - (2) ~\$4K
 - (3) Trevor responsible for securing ~\$10K in funding
 - d) Chaun Taylor strong supporter
 - e) Process
 - (1) Some organizational glitches
 - f) Next year
 - (1) Expand to B division?
 - (a) Challenges
 - (i) Increase costs considerably
 - (ii) Access to CHEM lab may not be an option for students <16YO.
 3. Budget – in good shape and excess available to transfer to savings.
 4. Recognize SPEEA for \$3.5K grant
 - a) 15 teams took advantage
 5. Camas HS and Northshore JHS went to nationals:
 - a) Camas: 25th overall
 - b) Northshore: 22nd overall
- VII. Final election tabulation for BoD membership. Results:
 - A. BoD members elected for 2017-2020 terms:
 1. Jay Loutherback (E)
 2. Judy Mannard (NW)
 3. David Rosi (SW)
 - B. Student advisors elected for 2017-18 terms:
 1. Abigail Jiang (Camas HS)
 2. Sharlene Shirali (Interlake HS)
- VIII. Recognized outgoing BoD member, Michele Moore and Student Advisors, Reanne Aquinde, Alicia Judd, and Chemay Shola.

Washington Science Olympiad Annual Meeting – Executive Session
15 July 2017 1220-1445

Elected Board Members	present?
Sheila Guard	yes
Jay Loutherback	yes
Abigail Jiang (Student Advisor, Camas HS)	yes
Judy Mannard	no
Scott McComb	yes
Sue Murphy (State Director)	yes
Diana Rhodes	yes
David Rosi	yes
Kathy Sheehan	no
Sharlene Shirali (Student Advisor, Interlake HS)	yes
Jessica Tafolla	no
Christy Wood	no

- IX. Call to Order for Executive Session of 2017 BoD Meeting – 12:20PM
- X. Roll Call – see above
- XI. Election of Officers – by nomination, motion to approve, second, and unanimous vote, the following officers were elected for 2017-18:
 - A. Chair: Scott McComb
 - B. Vice Chair: Jay Loutherback
 - C. Treasurer: Sheila Guard
 - D. Secretary: David Rosi
- XII. Approval of Minutes from Last Board Meeting – April 29, 2017
 - A. Diana moves to approve, Sheila seconds, and unanimous vote to approve minutes as posted to Google Docs.
- XIII. Update on Action Items – reviewed and updated [Action item list](#)
- XIV. Reports
 - A. Treasurer
 - 1. Checking: Projected Balance - 3,278.12 (after \$10,000 transfer to Savings) Pre-Transfer Balance - \$13,278.12 with up to \$1500 expenses (State Director salary) remaining until revenue starts coming in.
Revenue - \$35,260
Expenses - \$34,727.20
 - 2. Savings: Balance - \$15,103.48 (\$1,861 earmarked for eastern region = \$13,242.48 available for WSO + \$10,000 to be transferred

from checking), so \$23,242.48 available to WSO (after transfer from checking)

Donations - \$4,042.29 (including \$3,500 from SPEEA)

Interest - \$4.97

Total Deposits - \$4,042.29

B. State Director

1. Updated registration form posted to web site by 8/1
 - a) Include notes re:
 - (1) Change of dates for submission (December 15 for priority registration; January 15 for final submission)
 - (2) 6 team maximum for priority registration and space-available basis only after 12/15)
 - (3) Encourage email invoicing
2. Electronic rules from nationals available after Labor Day. Team registration will provide link for downloading rules. Print rules available through national SO store.
3. Proposed 2017-18 budget will be presented to Treasurer/BoD prior to Fall meeting.
4. BoD approved current fees of \$250 for returning teams and \$150 for new teams and 2nd/3rd teams registering after December 15.

C. Regional Boards

1. Eastern
 - a) Spokane Falls Community College tentatively scheduled March 10, 2018. Michele Moore is tournament director. Michele will confirm date by next week – 20 teams per division
 - b) EWU is hosting state tournament on April 14, 2018. Hurdles identified initially have been overcome, however, several new issues:
 - (1) Sue Murphy will not be co-tournament director (responsibility for room scheduling and team/coach issues – with responsibilities to be assumed by new associate STEM dean with no prior SO experience).
 - (2) Heather McKean (co-tournament director responsible for events – securing event supervisors and ensuring events run appropriately) is retiring at the end of AY 2018. It is planned that a faculty member will be identified to job-shadow 2018, but – to date – no one has been identified.
 - (3) 20 teams per division
 - (4) EWU planning for continuity of hosting state WSO tournament.
2. Northwest
 - a) Seattle Central College:
 - (1) Tournament scheduled 3 March 2018
 - (2) 24 teams per division

- (3) Scott McComb to meet with Wendy re: supervisors & volunteers.
 - (4) Sheila to meet with Susan Tsoglin re: rooms.
 - (5) B/C divisions:
 - (a) Must be less than 24 students in lab room
 - (b) XYZ rotation a possibility
 - b) University of Washington:
 - (1) Tournament scheduled 24 February 2018
 - (2) C division only (so far) – potential for B division also
 - c) Invitationals:
 - (1) B division (tentative):
 - (a) Northshore JHS
 - (b) Chinook MS
 - (2) C division (tentative):
 - (a) Raisbeck Aviation or Bothell: December
 - (b) Curtis: January
3. South Central
- a) B Tournament scheduled 10 February 2018
 - b) 20 teams for B division
 - c) Accommodating NW teams in 2017 – no problem, but had consequences:
 - (1) Nice to raise level of competition
 - (2) NW teams took 4 out of 6 places advancing to state
 - (3) Somewhat demoralizing to have NW schools take awards away from SC teams
4. Southwest
- a) B/C Tournament at Lower Columbia College – March 3, 2018.
 - (1) 24 teams per division
 - b) B/C Invitationals (tentatively scheduled):
 - (1) B division – Camas HS – December 9, 2017
 - (2) C division – Camas HS – February 3, 2018
 - c) A Division events:
 - (1) Coaches Clinic – September 20, 2017 – Clark College (coaches signing up for 11/11/17 invitational are automatically registered for the 9/20/17 coaches clinic)
 - (2) Invitational – November 11, 2017 – Clark College

XV. Old Business

- A. Maximum # of teams per school. Due to issues arising this year, it was extremely difficult to host teams from one school that had more than 6 teams (e.g., all teams from same school needed to register for same sign-up block; difficult for event supervisor to determine which students belonged on which team; inability for other schools to register teams in their region, etc.). BoD established the following criteria that will apply to 2017-18 registrations:
 - 1. No more than 6 teams may register prior to December 15.

2. Additional teams from one school may register after December 15 on a space-available basis (and discounted fee).
 3. Ensure that each team is distinguishable (e.g., different colored shirts, wrist bands, name tags, etc.).
 4. Team rotation will NOT be designated until after registration has ended (January 15). This will help in allotting final registrations per tournament/rotation.
- B. Tournament support (tabled until Fall meeting)
 - C. Grant application for new/continuing teams (tabled until Fall meeting)
 - D. Trial event Support (tabled until Fall meeting)
- XVI. New Business
- A. Fundraising – Amazon Smile? (tabled until Fall meeting)
 - B. SWOT (tabled until Fall meeting – first on agenda)
- XVII. Next Meeting – per members present, agreed to September 16, 9-11AM (teleconference)
- XVIII. Adjournment – 2:45PM