

Board Meeting #31

6 December 2020

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Attendees	Table of Contents
<p>Maximilian: (President)</p> <p>Garrett: (Vice President)</p> <p>Karina: (Secretary)</p> <p>William: (Treasurer)</p> <p>Kenneth: (Director of Curriculum)</p> <p>Crystal: (Director of Publicity)</p>	<p>Tong Hui: (Board Member)</p> <p>Edmund: (Board Member)</p> <p>Victoria: (CFC)</p> <p>Aarushi: (TFA)</p> <p>Aarushi: (MFA)</p> <p>Ben: (Director of Recruitment)</p>
	<ol style="list-style-type: none"> 1. Updates 2. Color Scheme Finalization 3. Voting on Amendment XXIV 4. Discussion on Company Information 5. Discussion on Language Service 6. Presentation on Service Notes

Absentees:

Additional Notes:

1. Danielle Trinh (upcoming Secretary) attended the meeting. Will become the new secretary effective January 1st, 2021
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Updates

1. Crystal
 - a. Working on testimonials and wix-mockup site
 - b. Working on tweaking design and color changes for the logo / mascot
 - c. PR package for newspaper
2. Edmund
 - a. Continuing refining curriculum
 - b. Holding and reviewing feedback
 - c. Creating training videos for new volunteers
3. Ben
 - a. Change in the acceptance rate (70% -> 30%)
 - i. Significant number of teachers and have seen a slight problem in the knowledge section
 - b. Combined the process with Tutoring for All
 - c. New leadership position for Linna
 - d. Makes sure that the teachers have prior knowledge before accepting them
 - i. Knowledge test
4. William

- a. Reward-a-thon has not been going well
 - b. Giving Tuesday has been a bit better in terms of donations
 - c. Registering instates = going well, already in 5 states
 - d. Merch - being launched soon, being voted on now
5. Aarushi
- a. Start reaching out to schools this week
 - b. Gearing up for launching on May 21st
6. Amari
- a. Goal is to start in two weeks
 - b. 5-6 schools that are interested, just need to give them the information
 - c. Plan to use google calendar to
7. Victoria
- a. Incorporation status for being a non-profit has been approved
 - b. Volunteer match has been set up and can start reaching out to students and volunteers
8. Garrett
- a. Hackathon is set for the weekend of April 10th
 - i. Date was pushed back because we needed to find some sponsors
 - b. We have a draft of the new website (Clara)
 - i. In development of the mobile version
9. Max
- a. At least 4 + 8 different schools = we are directly partnering with
 - i. Due to cold emailing
 - 1. Cold emailing has been paused
 - b. We brought in 7 more intern leads
 - i. Each have roughly 10 interns per
 - c. Friendsgiving went well and there was a lot of positive feedback for it

Color Scheme Finalization

1. Since last time, the color red has been cut out
2. Yellow is the main color and orange, green, and blue would be used as accents
3. Suggestion: Have a primary color scheme and a secondary color scheme and it can be hues

Voting on Amendment XXIV - Executive Officer Compensation

1. Question: because it is implied that we would be getting the money and donating it back, would we have to apply for work permits if underage?
 - a. Answer: since the money is not actually changing hands, there is no need for a work permit
2. Question: can you explain how it boots our credibility
 - a. Answer: we can show that we have a paid, dedicated team to work for the organization = stability
 - b. Compensation appears as overhead, which is not great
 - c. Opens the ability to compensation, but is not saying yes to it
3. Critice: We all have power over each other's salaries
 - a. Just seems like we are voting on our own salaries

4. Usually most bylaws have some sort of financial aspect but the terminology in this case needs to be clarified
5. Probably need to edit this amendment again and revisit it later after consulting with the financial advisor
 - a. Agree: 0
 - b. Disagree: 7
 - c. Abstain: 4
 - d. Absent: 0

Discussion on Company Information (Credit Card and Phone Number) - Guest: Beiqi Wang (Tutoring for All Director of Publicity)

1. Credit card
 - a. Debit card vs Credit card
 - i. Debit card draws directly from your account, while credit card allows you to build credit
 - ii. Good credit means you can borrow more and at lower costs
 - b. We do not have to borrow but it would be nice to have to build credit
 - c. Vote
 - i. Agree: 11
 - ii. Disagree: 0
 - iii. Abstain: 1
 - iv. Absent: 0
2. Company phone number
 - a. If students have trouble with registering for time slots for Tutoring for All, it would be easier if we had a phone number to call if they need help
 - i. Would be more convenient across time zones
 - b. Get a centralized company phone number that automates to redirect to certain people regarding what they need help with
 - c. Suggestion: Whoever needs them, can set it up themselves - have multiple numbers rather than a single number
 - d. Suggestion: have each branch make a phone number instead
 - e. Suggestion: Remind = automated text where we can have people (multiple admins) to help answer questions
 - f. Suggestion: no need talk about this topic now, just meet with the people who might need this service first

Discussion on Language Service - Guest: Theo Combelles

1. Talked with Amari and William
2. Will be set up under Tutoring for All
3. French, Chinese, and Spanish, possible german and other languages
4. Suggestion: maybe start with less languages - maybe one or two before taking on so many
 - a. Answer: Just going to start with whichever volunteers have knowledge in the languages
5. First targets students with a little bit of background on the language unless we find some teachers that are experts in the language


6. Question: Will this be based on the curriculum you guys develop?
 - a. The idea would be to follow Tutoring for All's structure where it follows the teacher's skill level rather than strict structure
7. Question: how will you maintain good tutors?
 - a. Depends on the student - tutor relationship and look for quality tutors that have knowledge in teaching and the language

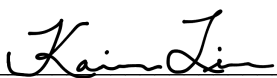
Presentation on Service Notes - Guest: Isabella Valli Doherty

1. 2 surveys one for students and one for parents
2. Only 12 students responded (around 15%)
 - a. Average rating for the class was 8.5
 - b. Only half of the students thought the class material was at the right level
 - c. Thoughts about the teachers
 - i. Average rating of 9.75
 - d. General experience of the class
 - i. Majority of the students responded being interested in taking more RFA classes and STEM oriented work
3. Parents survey (22.5%)
 - a. Most parents rated the program highly and would recommend
 - b. Parents seemed to enjoy the program more than the students
4. Demographics
 - a. Most of the students were male
 - b. Most were Asian or Pacific Islander
5. Thoughts about improvements
 - a. Non-response bias can result in skewed data
 - i. Ways to minimize this:
 1. Combine the surveys
 2. Make the survey and assignment
 3. Follow up with the parents who did not complete the survey
 4. Adding incentive
6. Push to have direct enrollment students and their parents fill out the surveys since they are important demographic-wise

Total time taken: 58 minutes


 Maximilian Gotez, President - Robotics for All, Inc.


 Garrett Tieng, Vice President - Robotics for All, Inc.



Karina Liu, Secretary - Robotics for All, Inc.