

VSPA Executive Board Meeting

MINUTES

OCTOBER 22, 2015

8.00 AM

HS CONFERENCE ROOM

MEETING CALLED BY	Sara Lou
TYPE OF MEETING	VSPA Board Meeting
FACILITATOR	Sara Lou
NOTE TAKER	Jodi Sadleir
TIMEKEEPER	Jodi Sadleir
ATTENDEES	Sara L., Jodi S., Pat G., Oromeni O, Winanda N, Gabriella R, David R, Andy S , Liz, Ainhua

Agenda Topics

5 MINUTES

TREASURY REPORT

SARA

DISCUSSION	Financial report reviewed, no concerns.		
CONCLUSIONS	Motion to approve Treasurer Report from Pat, Winanda seconded the motion. Unanimous approval.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
n/a			

20 MINUTES

WINTER CARNIVAL UPDATE

WINANDA

DISCUSSION	Krista designed logo. Ticket forms printed, price set for \$20 (advanced sale) and \$30 at door. Many rides and games the same as last year. No more HS volunteers.		
	Looking for booth vendors and more food trucks. Budgeted \$5000 for sponsorship, looking for "snow slide", \$2500 & \$3500.		
CONCLUSIONS	Plans up and running and coming along. Need approval from exec committee for upfront costs of Carnival.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Send email to exec committee for budget approval.	Pat		

5 MIN

MS/HS PARENT SOCIALS

WINANDA

DISCUSSION			
	HS – great turn out, 80-85 people at Rouge Bar. Good feedback from parents. RSVP worked well.		
	MS – Oct 23 rd , 50 RSVP for event so far.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

2 MIN

HRP SOCIAL

ANDY

DISCUSSION	Changed date from October 23 th , field trip planned for 3 rd grade. Moved to Tuesday, October 27 th .	
Flik doing breakfast, in Lower school cafeteria.		
CONCLUSIONS	Andy continuing with planning of event.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send reminder to all the HRPS	VPs	

5 MIN

MAGAZINE SALE

PAT

DISCUSSION	Have made approximately \$2000 to date.	
CONCLUSIONS	Advertising coming down for Winter carnival signs.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Lawn signs to be taken down.	Pat / Jodi	

20 MIN

ADMINISTRATIVE UPDATE - HOMECOMING

GABRIELLA

DISCUSSION	VSPA-funded mascot a big hit with the crowd. VSPA-funded tunnel used for Varsity game. Will re-angle the Speakers to make it better for the coaches on the field. Double the capacity for seating, close to 1000 people.	
Improvements: suggest parent volunteers for events, some issues with the unsupervised younger children.		
CONCLUSIONS	Big success. The pre-party and games were well attended. New field looked fantastic.	
LCD screen for sponsorship will be fixed for running ads.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

15 MIN

ADMINISTRATIVE UPDATE-NORD ANGLIA CONFERENCE

GABRIELLA.

DISCUSSION	42 Heads of School attended. Meritas schools received introduction to organization. Village School was well Recognized as high performing amongst the Meritas schools. Village received award for best results in retention and admissions, even in the unstable Houston market.	
As a result, Village put forward as "model" for what schools should strive for. Gabriella asked to be part of group of 11 principles to drive initiatives.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

20 MIN

ADMINISTRATIVE UPDATE – TANZANIA TRIP

GABRIELLA

DISCUSSION	Nord Anglia has 2 camps built for students. All schools in organization going this year, 11-12 days with travel.	
	11 graduating and committed students selected with efforts to build opportunities in future. Expected each student raise \$300 for trip.	
	5:1 student: staff ratio.	
	Student/Teacher Exchanges being developed for 42 schools around the world.	
CONCLUSIONS	Excellent opportunities for Village students being developed for the future.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

10 MIN

ADMINISTRATIVE UPDATE – DUAL TRACK
FRENCH PROGRAM

GARIELLA

DISCUSSION	Humanities to be taken in French and Math in English. French selected because of demand in community.	
	3:1 French: Spanish.	
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CONCLUSIONS	Plans to improve and increase Spanish curriculum.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

5 MIN

ADMINISTRATIVE UPDATE – TRAFFIC INCIDENT

DAVID

DISCUSSION	Traffic incident (not Village parent) morning of Nov 18 th . Occurred at Gentryside crosswalk (between HS and MS).	
	Letter to go out to elementary parents parking in HS school parking lot and walking kids over to elementary school.	
CONCLUSIONS		
	Security to change on MS and HS campuses. Waivers/security will be available for students, to protect new fields and tennis courts.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

1 MIN

OTHER BUSINESS

SARA L

DISCUSSION		
	Pat motioned for approval of September minutes. Winanda seconded motion.	
	Colleen will be updated for secretary duties, to replace Jodi.	
CONCLUSIONS	Minutes of last Board Meeting approved.	
MEETING ADJOURNED AT 10:02 AM.		