

VSPA Executive Board Meeting

Minutes

February 23, 2016

Meeting Called By: Sara Lou

Type of Meeting: VSPA Executive Board Meeting

Facilitator: Sara Lou

Time Keeper: Krista Jewett

Note Taker: Krista Jewett

6.30pm

MS Learning Commons

Attendees: Andy S., Krista J., Oromeni O., Pat G., Sara L., Vivian Y., Winanda N. on behalf of VSPA; Gabriella R. and David R. on behalf of Village Administration.

Agenda Topics

Roll Call / Establish Quorum / Approval of Minutes

Sara

Discussion: Sara L. welcomed everyone to the meeting, which was called to order at 6:33pm. A quorum was established with 9 attendees at the meeting. Winanda N. made a motion to approve the minutes from the Executive Board Meeting on January 21, 2015. Oromeni O. seconded and the minutes passed with a unanimous vote.

Action Items:	Person Responsible:	Deadline:

Financial Report

Treasurer's Update

Vivian

Discussion: Oromeni O. made a motion to approve the Financial Report from January 2016 and Winanda N. seconded that motion. The report was passed with a unanimous vote.

Community Building

PALS / Parent Group Update			Ainhoa
<p>Discussion: Sara L. met with Jen M. and Ainhoa B. recently. VSPA is concerned that new parents are not being met and greeted on their children's start day at Village. There is the Back to School Bash in August, but the feeling is that it is one big event for the whole school and new parents were confused on what was going on that day. Also, not everyone is able to attend this event, which is only held before first term.</p> <p>When parents come into The Village for a tour with Admissions, it may be a good idea to have a VSPA or PAL available to meet the families to answer their questions from a parents' perspective (Viking tour guides). We could put up a schedule online and see who is available to volunteer. On the first day of school each term, the VSPA Committee could have representatives at each entranceway so that we can meet the new parents and answer any questions they have. And if VSPA has a heads up of new families starting at any time in the year, we can be there to meet them.</p> <p>Ainhoa is working on a document that will be included in each admissions package, giving practical information on VSPA and the school.</p>			
Action Items:	Person Responsible:	Deadline:	

Reports from VP's			All
<p>Discussion:</p> <p>Teacher Appreciation Breakfast/Luncheons – Each VP will choose a date during the National Teacher Appreciation Week (May 4-8). Should Finna have theirs with the Middle School (as they are in the same building), with the Elementary school again or have their own in the Finna building? Catering does not have to be provided by FLIK, can have external catering, as generally, Flik is not happy catering for breakfasts (Finna and ES will be breakfasts). We will leave to Liz and Cindy B. to figure out.</p> <p>MS Parents' Night Out – Will have another event on the night of the last MS dance on April 22. There is no budget allocated for this. Invite all parents to attend.</p>			
Action Items:	Person Responsible:	Deadline:	
Come up with dates for the Teacher Appreciations	Andy, Liz, Winanda & Oromeni		

HRP Coffee			Sara
<p>Discussion: Will be held in April, date to be determined.</p>			
Action Items:	Person Responsible:	Deadline:	

Wine and Cheese / Artwalk		Sara & Winanda
<p>Discussion: Sara had a chat with Kim H. and has reserved the HS for this event. It will be family focused, for 2-2.5 hours, with childcare provided on-site by the High School students. The art teachers have been approached already.</p>		
Action Items:	Person Responsible:	Deadline:

Westside Event		Sara
<p>Discussion: Westside Village Family Day is on April 3, the day after The Village 50th Anniversary Gala. We will promote this event at the Gala. It has already been promoted on Facebook and VSPA News as well.</p>		
Action Items:	Person Responsible:	Deadline:

General Business

Elementary Coffee		All
<p>Discussion: VSPA will have representatives attend future school coffee mornings to help bridge between the school and parents and to help address concerns.</p>		
Action Items:	Person Responsible:	Deadline:

Bylaws Updates		Pat
<p>Discussion: Pat presented draft amendments to the Bylaws of The Village School Parent Association. The committee is to look at these proposed amendments and give feedback to Pat. The draft will then be presented at the last general meeting of the year, as the next one is quite busy already.</p>		
Action Items:	Person Responsible:	Deadline:

Liaison

Discussion with Gabriella

Sara

Discussion:

Visit from Nord Anglia – Village had a visit today by Andrew Fitzmorris and Vanessa Cardinal, who had a few Wall Street analysts with them. Village tried to show them a wide variety of what our kids can do and they were very impressed with our talented kids! Andrew F. engaged with the teachers and students and plans to come back at the end of May to have a town hall meeting and spend more time in the classrooms.

Gabriella R. will make sure that the sale lease-back will be quick.

Elementary Coffee – Very aware of the Kindergarten issues and will make sure we all know what is happening in the school so nothing slips through the cracks. Gabriella R. has seen in her office, 2 dozen parents since then. She plans to have grade-level meetings with parents to talk about issues – will be after China trip on March 8. The teachers care so much about the children, which is evident to many parents, but there was too much change, too fast and the parents feel that they do not know how to help their children with the new curriculum. Some parents that were very unhappy with the change of the curriculum last year are now very happy that it was changed.

There was a shift in culture in the ES that was bigger than thought. Gabriella R. reinforced her open door policy and wants to hear feedback directly from parents and staff - good, bad or otherwise.

MIT Lab – Internships for the Pumps and Valves class in their lab for 6 kids in the Upper Middle School and HS. Village is the only independent school that MIT are talking to in Houston.

Update on enrollment - Despite challenges, re-enrollment already has surpassed last year at this time, we are in the 70%'s, which is well over 1000 students, in all divisions.

Gabriella R. travel – There have been concerns from parents that Gabriella travels too much to Nord Anglia head office in Hong Kong and that it is for her own career-building, but she is actually trying to make sure that the school integrates with the Nord Anglia network and that resources are shared with Village.

She is also using her time in China as an opportunity to conference with parents of residential students and to interview top notch potential candidates for Village.

CAB vs. VSPA – VSPA is there for the school day-to-day, with the Village School supporting VSPA and vice versa, supporting each other to be really effective. Community Advisory Board (CAB) – Consists of parents who want to participate, but can't be there for the day-to-day. Have several sub-committees, different from VSPA. It may be a steering committee for Gabriella R. in the future. As this has been the first year (members applied to be on the committee last summer), new guidelines will be rolled out in September to the whole Village community. It will look at the longer-term mission and put down it's roots so to say.

Tennis courts should be open this week.

Action Items:	Person Responsible:	Deadline:

Other Updates

All

Discussion:

There are concerns that the Grade 1 parents were not invited to the Christmas performance in the Koehl Gym when all parents have been invited in the past. There needs to be a balance for school events so that parents can feel involved.

There are concerns that there is not enough supervision at lunch hour in the Elementary School. Should there be parent volunteers to supervise at lunch?

April board meeting – Invite the new VSPA Executive Committee for 2016-17 to attend.

Action Items:	Person Responsible:	Deadline:

Adjournment

Adjournment

Discussion: Oromeni O. made a motion to adjourn the meeting and Pat seconded. The meeting was adjourned at 8:53 pm. Next meeting is Thursday, March 31, 2016 at 6:30pm in the MS Learning Commons.

Action Items:	Person Responsible:	Deadline: