

VSPA Executive Board Meeting

Minutes

March 31, 2016

Meeting Called By: Sara Lou

Type of Meeting: VSPA Executive Board Meeting

Facilitator: Sara Lou

Time Keeper: Pat Grynsztejn

Note Taker: Patricia Grynsztejn

6:30pm

MS Learning Commons

Attendees: Ainhoa B., Andy S., Pat G., Sara L., Vivian Y., Winanda N., Liz G., on behalf of VSPA; Gabriella R., Rich M. 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. Ainhoa B. made a motion to approve the minutes from the Executive Board Meeting on Feb. 23, 2016. Winanda N. seconded and the minutes passed with a unanimous vote.

Action Items:

Person Responsible:

Deadline:

Financial Report

Treasurer's Update

Vivian

Discussion: Vivian detailed the transactions that occurred during the month. The report was not available for review d/t computer publishing issues. The report will be circulated to members with expectation of approval via email process.

Action Items:

Person Responsible:

Deadline:

Email vote for approval of February Financial Report.
UPDATE 4/15: Feb. Financial report unanimously approved via email. Motion by Winanda N., Second by Oromeni O.

Vivian Y.

4/5/16

Community Building

PALS / Parent Group Update			Ainhoa
<p>Discussion:</p> <p>Ainhoa working on finalizing the document for each admissions package, giving practical information on VSPA and the school. Admissions Department has been very helpful and is excited about this document, to be included in the packet for all new families.</p> <p>Current PALS are being contacted to see if they are interested in returning as PALS next year. Finding PALS for the MS has been the biggest challenge. There will be a call for PALS going out in the next few issues of the VSPA News and through the VSPA Facebook Group.</p> <p>Ainhoa is reviewing the current volunteer needs list and will work with administration to determine what volunteer opportunities are still relevant and what additional opportunities for parent volunteers there might be.</p> <p>Determine with Kim H. when/if joint Volunteer celebration will be held.</p>			
Action Items:	Person Responsible:	Deadline:	

Reports from VP's			All
<p>Discussion:</p> <p><i>Teacher Appreciation Breakfast/Luncheons</i> – VP's are still determining which dates for the end of year Teacher Appreciation events will work the best for each of their divisions. National Teacher Appreciation Week is May 2-6th, so events will be held in each division with exception of Middle School, as they will be on their class trip during that time.</p> <p><i>MS Parents' Night Out</i> – Will have another event on the night of the last MS dance on April 22. Even though this coincides with the MS dance, all parents will be invited to attend. Event is being held at Rattan Bistro. Invite all parents to attend.</p>			
Action Items:	Person Responsible:	Deadline:	
Finalize dates for Appreciation Celebrations	Andy, Liz, Winanda & Oromeni	4/14/16	

HRP Coffee			Sara
<p>Discussion: Spring event to express VSPA thanks for the HRP's work on the parents' behalf will be held on Wednesday 4/20/16. Sara will extend invitation through the Division HRP Shutterfly pages.</p>			
Action Items:	Person Responsible:	Deadline:	
Send invitations to HRP's	Sara and VP's	4/15/16	

Wine and Cheese / Artwalk		Sara & Winanda
<p>Discussion: Sara and Winanda are working closely with the IB art teachers and Jeana Y. to finalize logistics and details of this event. Date is set for evening of 4/29. Hope to include on-site babysitting for a small fee for the duration of the event. VSPA will promote the event, but wait until after the 4/18/16 Village Golf Tournament.</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

GALA/VSPA Silent Auction		Sara
<p>Discussion: 350 tickets have already been sold, there are about 50 tickets still available for purchase. There will be 40 silent school-donated auction items available for bidding and 6 live auction items going up for bid. Betty Moore will be in attendance (school founder), along with many teachers and former students. Open bar, casino, live band and food all included. Encourage your friends to attend if they haven't purchased tickets yet.</p>		
Action Items:	Person Responsible:	Deadline:

Liaison

Discussion with Gabriella

VSPA and ADMIN Communication: Gabriella R. re-inforced her belief that VSPA's role in serving as the Liaison between the school and the parent body is vital and an asset to communication between the two groups. In an effort to improve communication overall, Gabriella announced that Paige H. has been given additional staff in her department. Gabriella expressed her enthusiastic support for the VSPA Facebook group. She expressed her appreciation for the high response to the annual NORD ANGLIA parent survey and how important the response to that survey is to the school. Gabriella R. again reinforced her open door policy and wants to hear feedback from parents and staff - good, bad or otherwise. She also addressed the rumor of recent student expulsions and drugs on campus. The school maintains a zero tolerance policy for drug use and sale on campus and there have been disciplinary actions taken in support of this policy. There are clear disciplinary policies established and the school takes their enforcement responsibility seriously by ensuring the process is implemented fairly, consistently and confidentially. Gabriella also reported that her travel schedule has slowed and there are no major trips planned for her before the end of the school year. Her final town hall in May (date to be determined), will include an update on the master plan and planned capital investments.

Update on College Acceptances - The list of Village acceptances to first choice and top-tier universities continues to grow. Thus far, Village Seniors have received acceptance to Harvard University, Rice University, The Rice University School of Architecture, MIT, Stanford, UT Austin and Texas A&M, to name just a few. Many have also received scholarship offers with their acceptances.

Update on enrollment - Despite continued challenges, re-enrollment already has surpassed last year at this time. Some layoffs affecting current families are still occurring, and the school is working with families impacted by these layoffs who request assistance to find some financial support where true financial hardships and needs are demonstrated.

Division Updates/ Changes - Gabriella R. re-iterated that this is the time of year that teachers are offered, or in some cases not offered, new contracts. At this juncture, it appears a handful of teachers will not be coming back, some for personal reasons and some will not be asked to return. As teachers and leadership team members consider their options and personal career choices, other changes may occur aside from the previously announced changes in Elementary school leadership. She asked for parent support and understanding as staff moves through this process and determinations/decisions on staffing and any follow-on division restructuring are made.

Follow-up on Elementary teacher meetings - Gabriella R. reported that these meetings have taken place and she has received great feedback and information from them

Other updates: Rich M. advised the curricular map is nearing completion and should be available at the beginning of next school year. He also reminded attendees about the GOOGLE Summit being held at Village on April 9, encouraging all to register and attend. Some Village teachers will be presenting at the conference. There are specific classes geared to Village parents and there is no charge to parents who attend.

Action Items:	Person Responsible:	Deadline:

Adjournment

Adjournment

Discussion: Ainhoa B. made a motion to adjourn the meeting and Pat G. seconded. The meeting was adjourned at 8:50pm. Next meeting is Thursday, April 21 at 6:30pm in the MS Learning Commons.

Action Items:	Person Responsible:	Deadline: