

VSPA Executive Board Meeting

Minutes

January 21, 2016

6.30pm

MS Learning Commons

Meeting Called By: Sara Lou

Type of Meeting: VSPA Executive Board Meeting

Facilitator: Pat Grynstejn

Time Keeper: Krista Jewett

Note Taker: Krista Jewett

Attendees: Ainhoa B., Andy S., Krista J., Liz G., Pat G., Vivian Y., Winanda N. on behalf of VSPA; Dustin E., Kim H., Paige H., Rich M. on behalf of Village Administration.

Agenda Topics

Roll Call / Establish Quorum / Approval of Minutes

Pat

Discussion: Pat G. welcomed everyone to the meeting, which was called to order at 6:32pm. A quorum was established with the presence of 11 people at the meeting. Winanda N. made a motion to approve the minutes from the Executive Board Meeting on December 17, 2015. Ainhoa B. seconded and the minutes passed with a unanimous vote.

Action Items:	Person Responsible:	Deadline:

Financial Report

Treasurer's Update

Vivian

Discussion: The Board could not approve this month's financial report because of a computer issue, but a complete report will be sent to the board members for approval via email.

Still waiting for the school to submit the paperwork to have the Capturing Kids' Hearts money, that is in accrual status, transferred to the school.

Still no word from the legal team at Nord on the Scholarship Program acceptability/legality. Those funds are still approved with stipulations related to the timing of Corporate approval.

Parents donated money in excess of what was spent for teacher appreciation in HS and MS, so there is an overage reflected for this. Those funds will be allocated accordingly towards the appreciation luncheon at the end of school year.

Action Items:	Person Responsible:	Deadline:
Send out correct version of the Budget by email	Vivian Y.	Completed January 22, 2016
Make a motion to approve the Budget		At next meeting

Community Building

Winter Carnival Wrap-Up		Winanda
<p>Discussion: Winanda N. reported that the Winter Carnival was a great success and everyone agreed. Still waiting on logistics invoice from D’Juanna J. and for the amount we owe the Houston Police Department. It does look as though a small profit was made this year.</p> <p>425 tickets sold in advance, 175 at door. We were close to break-even on ticket sales.</p> <p>A date for next year’s carnival was discussed because there may be logistics issues with the tear-down of the dormitories. There is also underlying concern that the Winter Carnival cuts too close to Christmas and the end of the school year plus the weather has the potential to be quite cold (and people probably waited to buy tickets based on weather forecasts). But a Fall Festival would require a committee be formed at the end of this school year, so that planning can go underway during the summer, which is not favored.</p> <p>October 7 is Homecoming 2016 and Dustin E. suggested that we could combine the carnival with this celebration. This is also close to the start of the year and would require a committee to form before the end of this school year. We also do not want to take away from the Homecoming spirit in any way.</p> <p>Another idea is to have a Spring Fling 2017 instead of a gala.</p>		
Action Items:	Person Responsible:	Deadline:

PALS / Parent Group Update		Ainhoa
<p>Discussion:</p> <p>Soccer for Dads – Kick-off was last Sunday and everyone seemed very happy. Injuries were reported to Dustin E. as planned. Even some of the parents who attended the New Parent Coffee played in the soccer game.</p> <p>New Parent Coffee – The event was a great success! 7 moms who attended have also joined the Walking Group.</p> <p>Speaking groups – Someone from Venezuela wants to start both Italian and Spanish groups. The parent would lead the group as the main contact person. They can put their coffee date on the VSPA calendar and Facebook page.</p> <p>Used uniforms – Ainhoa B. and a few others brought their used uniforms to the Google Coffee Group in order to give away to others at the school who wanted them.</p> <p>Start of term – Ainhoa B. received the new parent list on the second last day of Term 1, but homerooms had not been assigned to the children. This made it difficult, as Ainhoa B. and Liz G. could not give the HRP’s a list of new children coming into their classes. Need to liaise with Linda on this for next year.</p> <p>The MS new kids were very hurt that they arrived to chaos on their first day of school. There was no process in place to greet them and their schedules were off. To help out, Ainhoa B. will write a letter on behalf of VSPA to welcome future new families and give them the information they will need.</p>		
Action Items:	Person Responsible:	Deadline:
Update website with all parent-led groups	Krista	ASAP

General Business

VSPA 2016 Nominating Committee			Pat
<p>Discussion: Nominating Committee has met and have been contacting preferred candidates, so hopefully there should be a slate of candidates finalized before the General Meeting #3 on January 27. The nominee for HS VP has accepted. Awaiting on Finna and MS replies.</p>			
Action Items:	Person Responsible:	Deadline:	

Liaison

Scholarship Program			Paige
<p>Discussion: The program is in the final stages of approval – we will receive more information next week.</p>			
Action Items:	Person Responsible:	Deadline:	

Construction Update			Rich
<p>Discussion:</p> <p>Finna – 2-3 parking spots will be removed so that the playground can extend into that space. Nord Anglia has approved all plans. There were issues with having the goats underneath the power lines, due to access issues for various utilities, but this has been resolved. The goats are not new goats, they are moving from the ES and it is expected that the 2nd graders will come across the street to see them, instead of the pre-schoolers crossing the street to the ES.</p> <p>Master plan – All construction is going ahead as planned over the summer, everyone is working very diligently to make it happen (pool, parking, track). The tennis courts are almost done, but they are waiting on good, dry weather in order to lay the cement and prevent bubbles in the acrylic, which will be poured over top. An external company is coming in to run a tennis league on our tennis courts. Although the pool is not yet built, there are 14 students registered to compete in a regional swim meet on behalf of The Village. The do still need a coach for the swim team though.</p>			
Action Items:	Person Responsible:	Deadline:	

Security Update

Kim

Discussion: An on-going battle. A safety committee has been formed of which Kim H., Rich M. & Dustin E. are members of. They are working on refining lock-down protocols as well as reviewing effective and efficient use of security guards. The goal is to have all of the gates electronically close, with one access point per school gate and monitored by a guard. At the moment, gates are open during evening games and during the day, which poses various risks.

Village Admin. to think about having traffic guards during late pick-up, as traffic backs up. The HPD guards need to stay at the front desk during late day, as the front desk secretaries are already gone for the day, so they cannot be outside.

Vivian Y's friend witnessed a Village Ambassador bus travelling at 11pm one evening and driving erratically. Her friend was not sure if any students were inside. Dustin E. confirmed that the bus was coming from a game and will look into this matter.

Action Items:	Person Responsible:	Deadline:

Additional Updates

Rich

Discussion:

Boarders – Most are still in the dorms, but some are now off-campus. The apartments are very nice.

Meritas Games – to be called “The Games” when the British Schools are added. Nord Anglia’s goal is to develop regional and world games. Applies to 6-8th graders, not HS (because that would require sanctioning to manage the HS sports, as it is considered a higher level of play).

Medical Internships – Gabriella is working on this. She will have a draft document and will share with VSPA to finalize it. CAB is also helping to creating the document.

(After adjournment) Rich M. talked about how teaching is changing, it is not just about reading powerpoint presentations anymore. Teachers are excited to teach subjects that they specialized in during their training. These subjects could be topics for summer programs at the school. The question was posed “what does this community want for summer programming?”.

Action Items:	Person Responsible:	Deadline:

Adjournment

Adjournment

Discussion: Pat made a motion to adjourn the meeting and Krista seconded. The meeting was adjourned at 7:35 pm. Next meeting is Thursday, February 25, 2016 at 6:30pm in the MS Learning Commons.

Action Items:	Person Responsible:	Deadline: