

# Valley View Middle

VVMS PTSA meeting minutes  
September 9, 2010  
Library

SEP 29 2010

Payroll

The meeting was called to order at 7:09 pm.

**Members present:** Debbie Hunter, Nancy Gerber, Alice Hammond, Susie Johnson, Wazhma Masarweh, Shuleen Martin, Karrie Nelson, Eileen Smith, Fran Kelly, Jeff McCreary, Micah Palechek, Lori St. Marseilles, ???

**Introductions:** The members introduced themselves.

**Approval of May 14, 2010 minutes** - Minutes were approved at the June 9th meeting.

### **Open PTSA board positions - Debbie Hunter**

Fran Kelly and Eileen Smith were nominated for, and accepted the nomination for PTSA president and auditor respectively.

*The motion to approve Fran and Eileen as president and auditor was made by Alice Hammond and seconded by Debbie Hunter. The motion was approved unanimously.*

### **Recording Secretary report - Denise Getty (not present)**

- Debbie Hunter read several notes from teachers thanking the PTSA for the welcome back luncheon. Two teachers joined the PTSA at the meeting.

### **Staff/Admin Report - Micah Palechek**

- The first round of the VVMS principals search has been completed. There is one applicant still under consideration. If that applicant is not offered the job or does not accept the job, one of two options will be used. The first is to open the search again, the second is to delay the search until spring when a much larger applicant pool would be available. McCreary will stay at VVMS until a permanent principal is hired.
- Micah reported that CPHS peer tutoring may be moved to the VVMS campus as opposed to CPHS, where it has been held in the past. Hoping for an October start, but several details still need to be ironed out, including make sure that there is adequate supervision.

### **Principal's report - Jeff McCreary**

- There were 10% more sixth graders that enrolled in VVMS than were expected. A new, part time core teacher was hired for them. She's start on 9/10/2010 and report to class on 9/13/2010.
- Both Micah and Jeff reported that the school year is off to a great start. There have been very few behavioral problems the first three weeks.

### **Leadership - Carrie Hunter**

- Leadership would like the PTSA to help advertise restaurant fundraisers. They'll produce a flyer several days before the events so that it can be posted on the website and copies can be made available in the office.
- 9/16 is Sprit day - Sports jerseys
- Nancy will set up access on a Leadership page of the website for Mr. Nunan and the leadership kids to act as webmasters.
- 9/29 - teacher luncheon
- 10/1 - First dances; need chaperones who must be fingerprinted and have a current TB test for the evening dance (6:30-9). Also need to find a DJ, ideally a volunteer as it is getting too late to bring someone in from outside the school.

- Mr. Nunan would like clarification on what leadership pays for and what is paid for by the PTSA.
- Carrie described the structure of the leadership committees.
- Leadership gets 30% of the magazine fundraiser sales.

### **1st VP report - Volunteer services - Alice Hammond and Nancy Gerber**

The all-in-one went smoothly. The following changes from the previous year made things work better:

- Placing all of the documents online, including some in fillable pdf form. Less than 200 packets were needed the day of the all-in-one out of about 400-500 parents who participated.
- Single baskets for forms.
- Correcting emergency information on sheets rather than having people fill out emergency cards.
- Making an effort to do residency verification the year before.
- Pictures in a larger room than the music room.
- Handing out Homelink account information before they picked up schedules seemed effective.

Nancy and Alice listed some ideas for improvements next year:

- Put everything except pictures and textbooks in gym. Pictures would be in the MU room. That would make it much easier to move volunteers around as stations got backed up, and would make it easier for Nancy and Alice to troubleshoot.
- Line the stations up against the wall so that large, visible signs can be placed on the walls.
- Make it clear to parents doing residency verification in the spring or summer that they must retain proof that the verification has been done.
- Send emergency information sheets to parents before the all-in-one, and have them correct/fill out before they arrive (College Park does this).
- Should we break the day into specific times for different letters of the alphabet? Like A-F is assigned to come in 9-10:30 ect.
- The idea to get people to sign up for constant contact and escrip did not work. 220 sixth grade parents signed up for constant contact through the volunteer form though. Not clear what changes would be effective. Maybe try to have a sign-up sheet at back-to-school night either in the classrooms or where sweat sales are.

Alice has updated the volunteer lists for everything and has those available, Mile passes have been passed out to the students and students whose parents participated.

Parent Patrol: We need to advertise parent patrol on constant contact and the website. Only two VVMS employees available to monitor students during lunch when 6-8 are really needed.

Library volunteers: The school is still trying to figure out whether we can have parent volunteers in the library on days when the librarian is not present. It is clear that she will be on campus only one day a week.

Alice and Nancy will put a thank you to volunteers at the all-in-one in the next Growler.

### **2nd VP report - Education Services - Linda Childers (not present)**

Still need a co-2nd VP. Activities they supervise are not until March, so there's time to find someone.

### **3rd VP report - Student Services - Susie Johnson**

Nothing to report.

### **4th VP report - School Services - Wazhma Masarweh, Caroline Jordan and Brittany Field**

Back to school lunch for the faculty went extremely well. May do a desert day for the teachers next. Maybe set up a breakfast day as well.

**5th VP report - Fundraising - Karrie Nelson**

Magazine and cookie dough kick off is 9/23. The fundraiser runs through 10/8. There will be an assembly for the students. A limo ride will be one of the prizes again this year. Plan to give the prizes out the next school day after the forms are turned in (10/11). That will give volunteers an opportunity to tally and figure out the prizes. Could even do the organizing for the prizes on Saturday 10/9. For the cookie dough forms, we will ask for a cell number. There continue to be problems with parents not picking up the frozen cookie dough. The dough is delivered 2-3 weeks after orders are placed. Maybe give out prizes when students are in 6th or 7th period?

Mrs. Hill mentioned a Sunny Delight fundraiser. Only sixth and seventh grade teachers can submit an entry form. Teachers send in either 20 proof of purchase (UPC code) for a SunnyD product (not including 6.75, 8.0, 11.3, 12.0 oz SunnyD® bottles/cans). To qualify, in one (1) envelope, the teacher of an eligible class must mail 20 Proofs with a fully completed official entry form ("Offer Entry Form") to the address listed on the Offer Entry Form. In lieu of Proofs, schools may participate in the Sweepstakes via submission 3" x 5"cards/slips of paper, each including the hand written word "Proof" ("Written Slips").

**Treasurer's report - Shuleen Martin**

Shuleen presented a treasurer's report. The 2009 taxes have been paid. Balance on hand through the end of July was \$28,970.74. We received \$373.17 from escrip in the month of July. Taking into account uncleared checks, there is no budget discrepancy with the bank balance. The following checks have not yet cleared:

Check number	Recipient	Amount
1799	CPHS	\$200.00
1806	Marianne Barabak	\$125.00
1819	Joane Brown	\$48.31
1836	MDUSD	\$1,073.79
1835	Peggy Scott	\$16.64
1850	Denise Getty	\$10.00
	Total	\$1,473.74

**Checks to be approved:**

Check number	Recipient	Amount	Purpose
1852	Pizza Hut	\$111.57	Food for all-in-one volunteers
1853	Action Agendas	\$1,937.12	Planners
1854	Alice Hammond	\$88.40	All-in-one
1855	Alice Hammond	\$56.91	All-in-one

**Site council** - We need two parent representatives to site council. There's a training in October then 1 hour meetings every 3rd Tuesday at 7 am.

**Site tech** - Mr. McCreary asked the PTSA to increase the amount of money (\$3300/year) that we've contributed to a site tech position. The position used to be partially funded through site council funds (for a total of 17 hours), which have been frozen for the last year. He feels strongly that the current site tech (Tom) has provided invaluable service and that the current 2.75 hours/per week he's funded for make it impossible to him to do anything useful.

*Alice made a motion to fund a site tech at \$9900 per year (an increase of \$6600 over our current budget). Wazhma seconded. The motion was approved unanimously.*

Bylaws are being updated by the bylaws committee of Fran, Alice and Debbie.

**PTSA enrollment:** We have around 240 members this year, approximately 18 of which are staff members. Debbie asked whether we wanted to do something to encourage more teachers to join. There was a lively discussion of the pros and cons to trying different strategies to encourage faculty participation or even whether it is a good idea to try anything. We decided not to do anything right now and see whether the current trend upwards in teacher membership in the PTSA continues.

Fran reminded everyone of the FPHE fundraiser on 9/21. This will raise grants to the eleven Pleasant Hill schools.

Debbie reminded everyone that Nadine wrote a check for \$300 before she left and we need to decide how to spend it.

**Meeting schedule** - The following dates have been set aside for PTSA meetings this year (all meetings are at 7 pm in the Library. 10/14, 11/18, 12/9, 1/13, 2/10, 3/10, 4/14, and 5/12.

*The meeting was adjourned at 9:02 p.m.*