

**Valley Academy Parent Organization Governing Council
Meeting Agenda July 30, 2013**

- I. Call to Order (2 minutes)
 - A. Pledge of Allegiance/Moment of Silence.
- II. Introductions. (10 minutes)
- III. Guest Comments (10 minutes)
- IV. Administrator's Report (5 minutes)
- V. New VAPO applications - vote (5 minutes)
- VI. Reading of bylaws/important information (15 minutes)
 - A. Policies and procedures.
 - B. Confidentiality form.
 - C. Upholding a Higher Standard form.
- VI. President's Report (2 minutes)
- VII. Secretary's Report (3 minutes)
 - A. Review/approval of June minutes.
 - B. Birthday cards.
- VIII. Treasurer's Report (20 minutes)
 - A. Presentation of 2012-2012 budget.
 - 1. Discussion/changes.
- IX. Upcoming Events (45 minutes)
 - A. VAPO Breakfast Monday, August 5, 2013 time TBD.
 - 1. VAPO to provide food and serve.
 - a. Schedule volunteers with Mrs. Evans
 - B. August VAPO Meeting - Tuesday, August 6, 2013 8:15 a.m.
 - C. Gear Up for School Night August 6, 2013 5:30-7:00 pm
 - 1. Posters
 - a. Need to be completed and approved by office.
 - 2. Flyers due for approval by VAPO President

3. Used Uniforms moved to MPR.
4. Raffle for school supplies.
 - a. Mrs. Fisher already purchased.
5. Sign up flyers to be made by Valley Communication

7. ID Badges by school staff (?)

D. New Parent Orientation Wednesday, August 7, 2013 6:30 pm

1. President will attend.

E. Meet the Teacher Day Friday, August 9, 2013 8:30-11:00 am

1. Lock down packets
2. Invitation to kindergarten parents
3. Fundraising reminder flyer
4. Spirit Day Ice Cream order form
5. Spirit Day T-shirt order form

F. Boo Hoo, Whoo Hoo Breakfast August 12, 2012 8:15 am

1. Kindergarten MPR
2. Booklet
3. Kleenex - need to purchase and label

G. Curriculum Nights

1. Kindergarten Tuesday, August 27, 2013 6:00-7:00 pm
 - a. Used uniform sales in VAPO room.
 - b. ID Badges (?)
2. Grades 1-4 Wednesday, August 28, 2013 5:30-8:00 pm
3. Grades 5-8 Thursday, August 29, 2013 5:30-9:00 pm

H. Schedule phone work party in September for two days - to go along with volunteer lists being completed by Mrs. Day.

IX: Committee Reports

A. Special Events - Hiedi Chapin (15 minutes)

1. Lock Down Kit forms copied and ready to go out at

Meet the Teacher.

a. 7th and 8th grade teachers need to request bulk supplies for each room for lock down kits, just like kindergarten teachers do.

b. gallon zip-lock bags need to be provided for each teacher with instructions to each teacher that they are to be handed out or provided with VAPO packet and lock down kit paper returned in the gallon bag.

B. Volunteer Communication - Brenda Fisher (10 minutes)

1. Gear Up for School Night
2. New Volunteer time log volunteer needed
- C. Valley Communication - Audra Nuttall (10 minutes)
 1. Verification of 12-block form info
 2. Getting to Know You form
 3. Boo Hoo, Whoo Hoo Breakfast planning
 - a. Invitations on Meet the Teacher Day
- D. Coyote Pride - Lisa Olsen (10 minutes)
 1. Used uniform sales August 6 (MPR) and 28 (VAPO)
 - a. Schedule volunteers.
- E. Staff Appreciation - Tami Evans (15 minutes)
 1. Staff Breakfast - August 5th
 - a. VAPO to provide food and help serve.
 - b. Schedule volunteers.
- F. Eighth Grade Promotion - Jennifer Brock (5 minutes)
 1. Upcoming events in September, Great Skate and October, High School Night
- G. Office Fundraising - Meghna Mathur (10 minutes)
 1. Schedule Box Tops meeting.
 2. Confirm Cookie Dough sales dates with front office.
- H. Curriculum - Donna Padilla (5 minutes)
- I. Library - Tracey Snyder (5 minutes)
 1. Confirm Fall Book Fair dates.
- J. Athletics - Rick Harford (5 minutes)
- K. Student Recognition - NEED VAPO MEMBER (1 minutes)
- L. Event Fundraising - JodyKay Combs (5 minutes)
 1. Talent Show and tryouts flyers done.
- X. Training for copier and poster machine (30 minutes)
 - A. In work room.
 1. No students allowed in work room.
- X: Adjourn
- XI: New council member questions and training.