

**VAPO, The Parent Organization of Valley Academy**  
 Governing Council Minutes – August Meeting  
 8.13.2019/ 8:15 a.m.

Meeting called and facilitated by	A. Maxey (President)
Type of Meeting	Monthly
Attendees	A. Maxey (President), D. Hunker (Vice-President/Office Fundraising), D. Cooper (Treasurer), N. Critz-Lane (Secretary/Co-Library), N. Reed (Coyote Pride), W. Stemmons (Staff Appreciation), R. Sadeghi (Special Events), H. Chapin (8 <sup>th</sup> Grade Promotion), B. Paucek (Office Assistance), Mrs. Brooks (Principal)
Guests	Y. Hunter, B. Coleman, S. Swaminathan, E. Billings, W. Pandurangan, B. Gebhart, K. Morawa, N. Jothilingam, T. Mueller

Meeting called to order at 8:15 a.m.

**Administrator’s Report:**

- Mrs. Brooks informed the council that School Master has been updated to Tyler Sis. Currently there are some technical difficulties with parent access. Reassurance was given that all data is secure, and administration does have access.
- Family Link has been replaced with Parent Portal
- Mrs. Brooks reported that Karen Sommerfield has transferred to Painted Rock Academy to be their School Secretary. Vicki Lowery is now the Valley Academy School Secretary and Melody Grimm is our new Receptionist.
- This year Arizona Charter School Association is celebrating its 25<sup>th</sup> year and Valley Academy was one of the first schools. Our community, parents and teachers are to thank for all our success.
- After an inquiry about a Winter Girls sport, Mrs. Brooks researched and informed the council that an estimate of \$5,000 would be needed to make this addition to Valley Academy sports. This money would purchase new equipment and any other start up costs included.
- Mrs. Brooks requested a hard copy of all approval requests be left in the office.
- There is a new club on campus called the Breakfast Club. The new club will offer Math tutoring for sixth, seventh and eighth graders on Tuesday mornings before school by invitation only. The club is requesting funds for notebooks and rewards in total of \$600. H. Chapin motioned for VAPO to allocate the funds to the Breakfast Club. W. Stemmons seconded. All approved. Motion passed.
- Mrs. Brooks informed the council that the school needs a new podium. Estimated cost to be around \$700.

**President’s Report:**

- Review of June meeting notes. D. Cooper motioned for approval. H. Chapin seconded. All approved. Motion passed.
- Review of 2019/2020 budget. N. Critz-Lane motioned for approval. B. Paucek seconded. All approved. Motion passed.

- Current open positions on the council are Library and Event Fundraising. Volunteers that are interested are given an application and asked to submit to A. Maxey for approval. Applications will be voted on at the September meeting.
- A. Maxey informed the council that there is a Box Tops sweepstake taking place currently. This is an easy way to gain extra funds for the school by entering daily.
- American Furniture Warehouse will donate 2-4% of your purchase when you mention Valley Academy at check out. They issue the school a check one time a year and the council has decided our payout day will be in April/May.
- Another way to earn money for our school is by adding Valley Academy to your Amazon Smiles account. Simply link Valley Academy, shop and they will donate 0.5% of sales back.
- A. Maxey has ordered a new table and chairs for the VAPO office. They will be delivered before the September meeting. A group of us have cleaned and organized the office for the New Year and are encouraging everyone to leave the VAPO office cleaner than you found it.

**Treasurer's Report:** D. Cooper reported there is \$24,137.07 in account as of August 9<sup>th</sup>. The budget is looking good and have reserved \$10,700 for upcoming expenses. D. Cooper reminded the council that the blue half sheet form is for a deposit and the yellow half sheet form is for a reimbursement request.

**Secretary's Report:** N. Critz-Lane requested any additional items for the August newsletter be sent to her today. The newsletter will be going out on the 15<sup>th</sup> of each month. Deadline items need to be to Nicole for submission is on the 10<sup>th</sup> of each month. N. Critz-Lane inquired about volunteer system proposal. Mrs. Brooks would like to give the proposal more time.

### **Committee Reports**

*Library:* Position vacant. N. Critz-Lane scheduled a meeting with Mrs. DiModugno on August 21<sup>st</sup> at 8:30 a.m. to discuss the Fall Book Fair. All those interested are welcome to attend. B. Coleman informed all that there are many books coming back after reading for approval, the Recommended Reading List is ready to be submitted. B. Coleman eager to train a new chair on responsibilities for the curriculum portion of library chair.

*Coyote Pride:* N. Reed reported everything is running smoothly. Reminder to all that we are always accepting clean, unstained uniform donations. There is a new vendor for Spirit Day shirts that is providing easy access for our parents to order online, a new green color, adult sizes, as well as lighter, flowy and soft shirts. There are currently 175 orders submitted. August 23<sup>rd</sup> is the deadline to receive the shirt on time. Increased ice cream amounts have gone over smoothly and have received positive feedback. N. Reed is researching a new vendor that will provide delivery and healthier options.

*Staff Appreciation:* W. Stemmons reported the breakfast went great and was nice. It was catered by Panera. The next event will possibly be a lunch on October 17<sup>th</sup>. Unknown theme currently.

*Special Events:* R. Sadeghi reported the first Caught Being Good for the school year will be on September 10<sup>th</sup>. Lock down kit supplies due at the end of the month. There will be a Sign-Up-Genius to coordinate volunteers to supply each classroom with snacks and bottled water.

*Office Fundraising:* D. Hunker reported she met with Tracy from Fiesta Fundraising for our Fall Fundraiser. The packets will go home to families on August 26<sup>th</sup>. They will be due back on September 10<sup>th</sup> and Fiesta will pick up on the 13<sup>th</sup> of September. Fundraiser will be with Yankee Candle and a Gift Collection. Orders will be delivered to the school on October 18<sup>th</sup>.

*Event Fundraising:* Vacant position. D. Cooper suggested that in the absence of a chair we could start an after-school meeting to begin the planning process. Potential first meeting would take place on August 29<sup>th</sup> at 6:30 p.m.

*Athletics:* H. D'Elia absent. He reported to A. Maxey that he is ready for the Turkey Trot.

*8<sup>th</sup> Grade Promotion:* H. Chapin reported there's excitement for the class of 2020. There will be a sign-up sheet at curriculum night to request help from eighth grade parents, as well as, for homeroom parents. H. Chapin will be starting a newsletter specifically for the eighth graders; be on the look out for the first one. Facility is being secured for promotion and rehearsal. H. Chapin is also contacting a professional curtain cleaner to clean the curtains at the facility. This will be a gift to them to express our gratitude for hosting the Honor Roll events. D. Cooper updated the budget to state no site rental fee but rather a site gift.

*Office Assistance:* B. Paucek reported ID picture taking at Meet the Teacher night went well. Mrs. DiModugno is available to take ID pictures that were not able to before school till 7:45 a.m. and after school until 4:00 p.m. B. Paucek is planning and collecting volunteers for Picture Day. It will take place on September 18<sup>th</sup>.

*Valley Communication:* A. Maxey requested the council to fill out new forms that will be submitted to administration. A. Maxey is also looking into paper cost for back to school packets.

**Meeting adjourned at 9:34 a.m.**

Respectfully submitted,

Nicole Critz-Lane

Secretary & Co-Library Chair

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