

VAPO, The Parent Organization of Valley Academy

July Meeting Minutes – Governing Council

7/22/26 | Time: 9:30 AM | Meeting called to order by: V. Eckles (President)

Location: Zoom

Meeting was called to order at 9:30 a.m.

In Attendance

V. Eckles (President)

V. Brooks (Principal)

E. Billings (Secretary)

M. Basak (Library)

K. Morawa (Treasurer)

C. Ushakov (Coyote Pride)

Guests

M. O'Day

Administrator's Report

V. Brooks – Is looking forward to a reset of VAPO Council this year with the new President. The July meeting is intended to solidify roles and the new council for the 2026-2027 school year. Calendars have been printed and will be distributed and discussed more at the next meeting. Binder updates will also be distributed at the next meeting.

V. Brooks – Noted that all VAPO documents should be printed on yellow paper, as a reminder.

V. Brooks and V. Eckles - Will schedule a meeting prior to the first day of school.

New Business

V. Eckles – Review/approval of June Meeting Minutes – M. Basak motioned the vote, K. Morawa seconded. All in favor, no opposition. Review/approval of March, April, and May meeting minutes were tabled for next month.

V. Eckles – New Parent Meeting packet information will be sent to V. Lowery to be printed. Meet the Teacher Day is 7/31/2026 from 1:00-3:00 p.m. V. Eckles will be at the school at 12:00 p.m. for set up. M. O'Day offered to help.

V. Eckles – As the new VAPO President, she still needs to finalize financial changeover at the bank and with the credit card.

Treasurer

K. Morawa – Noted that Quickbooks renewal is coming up in September. Any changes in subscription need to be coordinated by the renewal date. M. O'Day offered to help with reviewing current Quickbooks configuration for possible efficiency changes.

Secretary

E. Billings – Asked V. Eckles to look for the volunteer interest form that used to be sent out at the beginning of the year. This form was then used to create a spreadsheet of potential volunteers. E. Billings looked on a flash drive and in the binder and does not have a copy of this form.

Library

M. Basak – Noted that the Fall Scholastic Book Fair dates have been accepted. She is looking for a list of potential volunteers who are interested in helping with book reviews.

Coyote Pride

C. Ushakov – Working on ice cream and T-shirt sales flyers and emails for the 1st day of school. For the T-shirt sales, she is waiting on color availability prior to finalizing the letter. For T-shirt sales there will only be 50 paper copies to be left at the front office. An email will go out to all parents to encourage online sales.

C. Ushakov - Will set up the VAPO room for used uniform sales on Meet the Teacher Day and have a sign to direct any questions to the VAPO representatives in the gym.

Staff Appreciation (OPEN)

Nothing to report.

Office Fundraising (OPEN)

Nothing to report.

Event Fundraising (OPEN)

Nothing to report.

Athletics (OPEN)

Nothing to report.

8th Grade Promotion (OPEN)

Nothing to report.

Office Assistance

A. Bratlien –Not present at meeting. Nothing to report.

Special Events

T. Heglie –Not present at meeting. It was discussed that Lock-down Kits fall under this committee and these should be prepared to be distributed by the first day of school.

Office Communication

V. Eckles – The Teacher Breakfast on 7/30/2026 should start at 7:30 a.m.

Next Meeting

08/11/2026 | Time 8:15 a.m. | Location VAPO Room

Meeting adjourned at 10:22 a.m.

Respectfully submitted,

Mrs. Erica Billings

Secretary

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