

VPO Meeting
Valley Arts and Science Academy
Thursday, October 22, 2009
Minutes

Attendees: Alma Zechman, Kristi Baptiste, Sara Aranda, Mrs. Nagao, Mrs. Mao Herr, Brandey Steiner, Laural Sanchez, Sandi Howard, Dr. Rick Zechman, Esperanza Richart, Rita Bell, Dae Spering, Alice Keeler

Call meeting to order (called to order 5:45 p.m. meeting end at 7:05PM)

Approval of September 24, 2009 Minutes – Minutes approved

Reports

Financial Report (as of 10/22/2009 balance is \$4,545.54 plus need to add \$ Dress Day amount of \$315.36)

Committees Reports

- Fundraising (Still need to have a coordinator/project leader)

- Marketing (Still need to have a coordinator/project leader. Currently Mr. Brian Allen is posting managing the VASA website.)

- Garden & Beautification (Wendy Montejano overseen, still fundraising for dirt/seeds/vegetables for garden. Farmers “grant” money might be available for use of the garden modifications Mrs. Nagao and Mrs. Hatch will be following up on the request.)

- Safety (Mr. Clark has organized a student body of 5th graders to help as crossing guards. There needs to be a meeting scheduled between parents/students/office personnel to coordinate times/students/parents for volunteering during beginning and end of day release. Mrs. Nagao met with the city and will be contacting several other community organizations for volunteers such as the Girl Scouts and Senior Citizens groups.)

Announcements:

- There is a Field Trip Scheduled for the 2nd grade classrooms “COBBS Ranch Next Week”. Due to the short notification to parents about the trip there is a large amount of children not able to attend due to lack of money. The cost per child is \$12.50 it is estimated that possibly 5 children out of each classroom will not be able to attend. Motion made by Dae Spering to have “ VPO to pay for children that can’t afford the expense”, PASSED. Estimated total number of students 15, teachers will gather final list and turn in to Mrs. Nagao.

Old Business:

- Non Profit Status- Alma Zechman received a quote from Law Firm (quote was send via email to all officers to review). The cost of obtaining the help from the Law Firm would be excessive around \$10,000. Some of the steps in the quote were already accomplished by Mrs. Laural S. VPO members to ask around to see if we can find assistance through other sources. Alice Keeler, Brandy Steiner, and Dana Riley will ask around.

- Storage Shed for VPO – Storage shed has been delivered and built on premises. Pending Caulking and painting this will be a weekend project. Mrs. Nagao will take a look to see how much work needs to get done (drainage, gutters). When Shed is ready everybody that has VPO property/supplies is requested to bring it over to have one centralized location for storage. Mrs. Nagao and Mr. Soto will have keys to access storage.

- Volunteer Hours – There were 30 parents that returned their volunteer sign up sheet to the school. The forms will be sent out again on the Monday Folders to see if any more are turned in. A database will be created to identify volunteers for each area, and possibly teachers could cross reference to obtain the specific help needed.
- Holiday Grams as Fundraiser– Kristi Baptiste reported. She is still shopping for supplies. “Happy Harvest” grams will be sold next week, a form will be sent out with Monday Folder for parents/children to fill out request form and turn money in to teachers. The office will also collect them. Mrs. D Spering will help Mrs. Baptiste make up the form/gram for children to fill in. Mrs. K Baptiste to type out parent notification for Monday Folder and obtain envelopes for money to be returned. There will be a table placed after school for the Student Body to sell/collect the grams. An adult will be required to supervise. On Thursday the Grams will be put together to be delivered on Friday. The Student Body will deliver to classrooms the last ½ hr on Friday.
- Sock Hop (March 5, 2010) – Still work in progress. The Gym has been reserved by Mrs. Nagoa she will check on the hours it has been reserved for. Need to determine if the hours will suffice for this event and include set up/teardown. The cost of the GYM is \$20 per hour. Also need to determine if security will be needed, and cost.
- VPO By laws- Tabled item

New Business:

- Coffee Supplies- Review cost of Coffee Supplies for Teachers Lounge. Currently the cost of Supplies has been paid by the VPO. It was agreed to continue paying for it but to look for cost savings by purchasing supplies such as Hot Chocolate and Tea from another source. Motion made by Dae S. “to continue paying for supplies for a cost of \$100/month max”, second Alice Keeler, PASSED.
- Fundraisers in general- Still need a coordinator. Festival of Lights sell food during/after and offer pictures to sell to parents. This will be a tabled item for next meeting. Fresno Live Cards as fundraising see below.
- Fresno Live Cards- This is a good opportunity to raise money for musical instruments. These cards offer discounts throughout the city of Fresno. Cards are sold at a max profit of \$7 per card. Cost for 250cards/\$1,500 and 500cards/\$3,500. The goal is to have children sell 2 cards each. There will be a competition and prizes. Motion “Go ahead and obtain cards for fundraising”, PASSED. The goal is to start the sale of the cards during the first two weeks of November.
- Uniform/Coat Sale- Sale took place went well but majority of sales were on uniforms. Next time only uniforms should be sold.
- Carnival/Silent Auction Donations- Continue to pursue donations. It was brought up that last year there was an issue with a bounced check and to keep that in mind.
- Music Wish List Teachers Project- Mr. Bartel has put together a list of instruments and cost. This list has been turned in to the VPO to an estimated total cost of \$6,000. This will be the Pet project of the VPO. Mrs. Nagao has placed VASA on a list for used instruments. Mrs. Dae Spering will ask at a school that she previously worked at to see if they have any instruments we could use, the school closed.

Other:

- Fresno Unified- Mrs. Fuerte announced that Fresno Unified has mentioned the “perceived conflict of interest” between the Mr. Rick Zechman (president of school council) and Mrs. Alma Zechman (president of VPO). Due to this issue Mrs. Alma Zechman announced her immediate resignation as VPO President. Mrs. Zechman will continue to help with the VPO activities especially during this transition. Interim president will be Mrs. Kristi Baptiste current Vice President. An urgent election will take place. A form will be sent out to parents on Monday 10/26/2009 for nominations. Nominees will be notified for acceptance prior to being placed on ballot. Elections should take place the following week. Mrs. Fuerte also mentioned that VPO is required to follow Federal Regulations for fundraising. VPO needs to contact Fresno Unified for proper documentation/procedures. VPO will be audited by Fresno Unified “Fiscal Department” for compliance with these procedures.

Tabled Items (these were items pending from previous meetings that were not reviewed during this meeting):

- VPO By Laws- Item to be voted on: Removing the Parent Center from the VPO By-Laws or instead keep it as part of a committee. Reason for removing it is that it currently does not exist due to lack of space on campus.)
- VPO By-Laws – Pending the change on the documentation to reflect the last motion to say \$5 voluntary donation per family.
- Santa Shop as Fundraiser- Not discussed at this time. Tabled item
- School Year Book- Not discussed at this time. Tabled item
- Book Mobile- Not discussed at this time. Tabled item
- Benches for the School Grounds- not discussed at this time. Tabled item
- Cafeteria Counter- Not discussed at this time. Tabled item