

Mission Valley School Association

Minutes

May 14, 2013

Attendance: Catherine Phan-Dang , Chris Nagata, Shirin Aidun, Michele Berke, Alisa Ho, Ashok Agrawal, Genevieve Randoph, David Lee, Suzanne Yost, Filiz Crocker, Virginia Hom

1. The meeting was called to order by President Catherine Phan-Dang at 7:11 p.m.
2. The minutes from the April meeting will be circulated and approved via email.

3. Budget and Treasurers' Report

- a. Jogathon
 - i. Went well and we earned approximately \$36,675 net of playground balls and credit card fees. Last year we raised \$34,000.
 - ii. Since we pay per transaction, next year we should modify our electronic payment option to allow for multiple students on each transaction.
 - iii. There was some general discussion regarding if there were more donations this year with the "flat funding" versus the per lap amounts, however, it appears that increased donations are due to increased participation this year.
- b. The Bowling Party was paid by parents but MVSA had intended to pay. Next year MVSA to communicate to teachers the MVSA's intent to fund the event.
- c. Letter Reward Picnic for 4th – 6th grade budget is \$2000.
- d. Classroom celebrations receipts are not coming in. Unclear if events did not happen or if receipts still need to be submitted. Ms. Aidun to email teachers to request submission of receipts.
- e. Science camp is currently showing as slightly profitable. Ashok to verify if the bus fee was paid/included yet.
- f. The Movie Night was very well attended. Ashok to confirm if the money from the event has been deposited yet.
- g. The Treasurer's and Budget reports were approved for April (Michele moved, Virginia seconded).

4. Principal Report

- a. Star testing
 - i. Currently ongoing and ends May 22nd. Test make-up days are May 23rd and 24th.
 - ii. Grade Levels determine testing administration schedules and submit to District Office.
- b. Family Life
 - i. Material presentation starts soon for grades 4 – 6.
 - ii. Preview night is Thursday, May 15th 3:30 p.m. to 5:00 p.m.
 - iii. Families can choose to opt out of program.
- c. Student Council - Sports day and Multi-cultural events in May.
- d. School Holiday on May 27th.
- e. Science Fair – Two 6th Grade girls placed 2nd and one 1st Grade girl all placed 2nd the District Level competition. Recognition (first names only) to be posted on Mission Valley website.

5. Teachers' Report (by Ms. Aidun)

- a. Thank you to the MVSA for the Appreciation Luncheon.
- b. Visa Gift Cards –

- i. Were very appreciated but a bit challenging as the teachers often spend money very early in the year before they had the card and there was some discussion about cards and timing/reloadability/receipts.
 - ii. All Envelopes and receipts should be turned in at the end of the year. If there are remaining funds, keep card and turn in envelope with receipts to date. Receipts are needed for MVSA books audits.
 - iii. Current cards are not reloadable. Ashok will research options.
- c. Classroom Celebrations – MVSA typically funds 3 per year (fall, Valentines & spring) and teachers have total of \$2.00 per student to spend.

6. Committee Updates

- a. Graduation related events (Virginia) - Ceremony is June 14th and Pool Party is June 17th.
 - i. Letter Reward Picnics (Virginia) - Ongoing planning but to date - Over \$900 in donations and over 20 parents have volunteered.
- b. Classroom parents (Virginia)
 - i. Suggested that room parents could be reestablished next year.
 - ii. Room parent and teacher could receive information packet and could agree on how best to support the room.
 - iii. Virginia and Ms. Aidun to discuss plans for reviewing the concept at the Teachers meeting at the end of the month.

7. Computer Lab (Chris)

- i. Thanked MVSA for continued support and congratulated on a successful jogathon.
- ii. Provided a brief overview of some of the Computer Lab Activity by grade level. K visits the lab monthly, other grade levels visit weekly.
 1. K – Educational Games and computer familiarity, basic mouse movements
 2. 1th Grade– Educational games and increased computer familiarity
 3. 2nd Grade– Keyboarding introduction
 4. 3rd Grade – Word processing (formatting) and research techniques
 5. 4th Grade– Website research techniques and note taking (covered keyboards to strengthen keyboarding skills)
 6. 5th Grade– Reports/coversheets and PowerPoint introduction
 7. 6th Grade– Excel (graphs), brochures, additional PowerPoint (complete presentation)
- iii. To continue to strengthen our strong program and in recognition of work accomplished to date, MVSA suggested that Chris investigate a workshop/training and that if a fee was required it would be possible that MVSA would pay.

8. Issues to track

- a. Safety Patrol – Submitted request to the MVSA to replace approximately \$900 worth of old equipment (20 cones at \$10 each and 20 vests at \$35 each).
 - i. It was discussed that Catherine asked Paul to update the Safety Patrol line in the MVSA budget to allow for replacement equipment.
- b. Fence update – There will be a Community meeting on May 28th at 7 p.m. on campus to discuss the Fence proposal.
 - i. The meeting will be moderated by Genevieve.
 - ii. The meeting will be open to the community including residents who do not have children attending Mission Valley.

9. Board position nominations

- a. There was some general discussion regarding roles and candidates. Upon conclusion, it was agreed that the below represents some possible candidates. However, during the next month additional nominations would still be accepted/solicited and potential candidates listed below would consider if they would accept the nomination.
- b. Potential nominees for President – Michele Berke
- c. Potential nominees for Vice President/Co-Vice Presidents – David Lee/Suzanne Yost
- d. Potential nominees for Recording Secretary – Suzanne Yost
- e. Potential nominees for Treasurer – open
- f. Potential nominees for Corresponding Secretary – Theresa Bettencourt

The Meeting was adjourned approximately 9:00 p. m. The next meeting is June 11, 2013 at 7:00 p.m.

Respectfully submitted,

Suzanne Yost
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