

Valley Ranch Elementary School PTO Board Meeting

Tuesday, January 5th, 2010

Present

Cynthia Arterbery
Laura Blevins
Carrie Clark
Rita Gomez
Angie Hux
Stephen Jackson
Smita Jadhav
Peter Macrae
Aanchal Prakash
Jenny Quonoey
Nemie Roberts
India Stanberry
April Tate
Jenny Van Luvan
Melanie Watts

Apologies

Janine Ballard
Aparna Bodas
Amy Chorost
Donna Fultz
Casey Housouer
Mallory Jackson
Kim Kaul-Dailey
Michelle Klare
Jeff Matthews
Mark Mordecai
Anita Patel
Disha Parab
Tejaswini Ruikar
Sandra Skrepnek
Lynn Snyder
Ellen Wells

By Proxy:

Bliss Blodget-Stephan
Jo Ann Joyner-Loyd
Debbie Macrae
Tangerla Williams
Tricia Houston

GENERAL BUSINESS

1. Call to order
 - Carrie Clark called the meeting to order at 7:05 pm.
2. Minutes
 - Motion to approve the December minutes: made by Rita Gomez, seconded by Laura Blevins and passed.
3. Treasurer's Report
 - Laura Blevins distributed the December financial report, explaining the various items. A copy of the report appears at the end of these minutes.
 - The Fundraising General Income amount includes \$47 from the October Fat Daddy's Night, and \$53 from the November Fat Daddy's Night. The Gifts To School Expense consists of five teacher reimbursements.
 - There was also some typical reclassification of income and expenses.
 - Motion to approve December report: made by Rita Gomez, seconded by India Stanberry and passed.

4. Principal's Report

- Cynthia Arterbery advised that the Texas Education Agency school report was included in today's PTO e-newsletter, and details are available on the TEA website with a link from the VRE website. The highlights are:

2008-09 Academic Excellence Indicator System

District Name: COPPELL ISD

Campus Name: VALLEY RANCH EL

Campus #: 057922110

2009 Accountability Rating: Exemplary

Gold Performance Acknowledgments:

Attendance (2007-08)

Commended on Reading/ELA

Commended on Writing

Commended on Mathematics

Commended on Science

Comparable Improvement: Reading/ELA

Featured in the results are our exemplary status and TAKS results. VRE received the Gold Award for attendance and for the subjects Reading, Math and Writing.

- Teachers are currently working hard to prepare students for the TAKS tests. The first TAKS test is the Fourth Grade Writing Test on March 3rd. Although we want all students to pass, this year Fifth Grade is the only level on which passing TAKS tests is required to progress to the next grade.
- The University Interscholastic League (UIL) academic contest has been introduced at the Elementary School level for the first time. A handout was passed around, and is also included at the end of the minutes. There are eleven categories in which we can compete, with a deadline of February 2nd to submit details of who is participating. Volunteers are needed to coach the groups outside school hours, at a frequency yet to be determined. The coaches can be parents or teachers.

5. President's Report

- Carrie Clark pointed out the upcoming dates with events:
 - January 5 - VRE PTO Board Meeting
 - January 7 - Ci-Ci's Night
 - January 8 - Hat Day
 - January 14 - 5th Grade Spelling Bee 9:30am
 - January 15 - Star Savers Bank and Clubs, box tops deadline; end of 2nd nine weeks
 - January 18 - No school - staff development
 - January 19 - Fat Daddy's Night
 - January 22 - Spirit Assembly - 3rd Grade performs; report cards go home; college shirt day; HTHT 5th Grade
 - January 27 - Sonic Night
 - January 28 - Math & Science Night
 - January 29 - Star Savers Bank and Clubs; 5th grade Engineering Day
 - February 1 - Kinder registration starts this week
 - February 2 - VRE PTO Board Meeting
 - February 4 - 100th Day of School; Ci-Ci's Night
 - February 5 - Valentine Carnival; Star Savers Bank and Clubs; Favorite Football Team dressup day
- Carrie advised that the Valentine Carnival times have been set as 6:30-8:30pm.

- There are three long tables that the school allows the PTO to use for purposes such as popcorn sales. The laminate surface is bubbling, and Ms. Hilda has suggested that they need to be replaced. In investigating replacements, some similarly-sized tables have been found at Sam's Club, with a plastic surface that should be hardier, for \$50 each. Carrie made a motion to spend \$150 to purchase these three tables, which was seconded by India Stanberry and passed.
- Carrie explained that the bylaws have been checked, and the two Teacher Representatives on the PTO Board are confirmed to be eligible to vote, although it was believed that they were not. There would be no difference in outcome of votes had they been included.
- The Assistant Treasurer position was also found to have been inadvertently left off the bylaws, and although the position will be added to the bylaws at the next revision, Carrie made a motion to formally add the position to the board, which was seconded by April Tate and passed.
- Carrie also explained about the distinction of Board positions and Committee positions. The Hospitality Committee and the Yearbook Committee are standing committees, formed at the time when the Nominating committee is seeking Board members. This year, there is a fairly large committee listed for Hospitality, however the intention is usually to have one or two coordinators who are board members and are supported by a committee. This is what the Nominating Committee will seek when they are forming the slate for the 2010-2011 school year. For some time, the grade level representatives on the Yearbook Committee have been treated as board members, with their votes being counted alongside board members. This will continue for the current 2009-2010 school year, for consistency. However going forward, only the two Yearbook Coordinators will be board members, and the yearbook grade level representatives will not be treated as board positions.
- With the new publisher and improved yearbook with color and hard cover, the yearbook is expected to cost more than the budgeted amount for this year. Although the yearbook is expected to bring in more income than expense, the budgeted amount for each category needs to be adjusted. Carrie made a motion to increase the Yearbook Expense amount to \$6,000 and the Yearbook Income amount to \$6,250. The motion was seconded by April Tate and approved. It was pointed out that the budget will still balance, as the difference between the Income and Expense amounts remains the same.
- Carrie advised that Jenny Van Luven is the Volunteer of the Month, for all her hard work on the snow time shop.

OLD BUSINESS

(none)

NEW BUSINESS

(none)

COMMITTEE REPORTS

1. School Supplies

- Carrie Clark advised that the lead teachers have been given copies of last year's school supplies list for their grade level, to go over and make any changes.
- The contract has been signed with EPI, the same company as used last year.

2. Valentine Carnival

- Aanchal Prakash advised that the committee is forming for planning the Valentine Carnival. Parents and teachers are invited to join. The committee will meet on Friday mornings.

Meeting adjourned 7:40pm. Next PTO Board Meeting will be February 2nd, 7pm.

Minutes submitted by Jenny Quonoey, PTO Secretary

Valley Ranch Elementary PTO				
Statement of Activities - Budget vs. Actual				
Dec-09				
	One Month	Six Months		
	Ended	Ended	2009 - 2010	\$ Over/(Under)
	12-31-09	07/01/09 - 12/31/09	Budget	Budget
INCOME				
Apparel & Spirit Items Income	-20.00	7,227.90	2,500.00	4,727.90
Baseball Night Income	0.00	0.00	900.00	-900.00
Calendar Income	0.00	285.00	0.00	285.00
Fundraising - Bluebonnet Book Bake Sale	0.00	162.96	400.00	-237.04
Fundraising - Marquee Ad Sales	0.00	375.00	800.00	-425.00
Fundraising Inc - General (Sonic/Box Tops/Other)	100.00	1,018.51	2,500.00	-1,481.49
Fundraising Income - Popcorn/Drink Sales	0.00	606.86	925.00	-318.14
Fundraising Income - Volunteer Hours	0.00	840.00	0.00	840.00
Fundraising Income - Write-a-Check	0.00	9,288.00	10,000.00	-712.00
Holiday Shop Income	4,503.75	4,503.75	4,200.00	303.75
Interest Income	6.92	41.15	100.00	-58.85
Membership Dues/Directory Income	0.00	4,490.00	3,750.00	740.00
Multicultural Night Income	0.00	4,090.00	2,500.00	1,590.00
Sales Tax Payable	0.00	61.54	350.00	-288.46
School Supply Income	7.25	8,138.28	17,000.00	-8,861.72
School Supply Income - Pre-K Fee	0.00	1,010.00	880.00	130.00
Valentine's Day Carnival Income	0.00	0.00	4,200.00	-4,200.00
Yearbook Income	79.00	5,131.00	4,500.00	631.00
Total Income	4,676.92	47,269.95	55,505.00	-8,235.05
EXPENSES				
Apparel & Spirit Items Expense	0.00	5,626.88	1,600.00	4,026.88
Baseball Night Expense	0.00	0.00	903.00	-903.00
Bluebonnet Books	0.00	0.00	500.00	-500.00
Calendar Expense	0.00	105.57	0.00	105.57
Communications Expense - Marquee Ads	0.00	17.61	40.00	-22.39
Communications Expense - PTO Connect	0.00	435.00	435.00	0.00
Field Day Expense	0.00	0.00	1,500.00	-1,500.00
Fundraising Exp - General (Sonic/Box Tops/Other)	0.00	0.00	100.00	-100.00
Fundraising Expense - Popcorn/Drink Sales	0.00	425.28	500.00	-74.72
Fundraising Expense - Write-a-Check	0.00	16.28	200.00	-183.72
Gardener - Earth Day	0.00	0.00	100.00	-100.00
General Administrative Expense	-2.50	179.74	240.00	-60.26
Gifts to School Expense	199.98	13,174.29	14,202.00	-1,027.71
Health and Welfare Expense	0.00	8.28	250.00	-241.72
Holiday Shop Expense	3,340.60	3,340.60	3,600.00	-259.40
Hospitality Expense	0.00	240.96	500.00	-259.04
Insurance Expense	0.00	0.00	700.00	-700.00
Membership Dues/Directory Expense	0.00	436.00	425.00	11.00
Miscellaneous Expense	0.00	0.00	150.00	-150.00
Multicultural Night Expense	0.00	482.47	600.00	-117.53
Newsletter Expense	0.00	0.00	25.00	-25.00
Photocopy Expense	0.00	0.00	550.00	-550.00
Programs Expense	0.00	600.00	6,000.00	-5,400.00
Room Parent Expense	0.00	4.99	15.00	-10.01
Sales Tax Expense - Apparel, Snow Time Shop, Supplies	0.00	0.00	800.00	-800.00
School Supply Expense	0.00	7,448.78	15,000.00	-7,551.22
School Supply Expense - Pre-K Supplies	0.00	120.49	820.00	-699.51
Valentine's Day Carnival Expense	0.00	0.00	1,500.00	-1,500.00
Yearbook Expense	0.00	0.00	4,250.00	-4,250.00
Total Expenses	3,538.08	32,663.22	55,505.00	-22,841.78
Net Income	1,138.84	14,606.73	0.00	14,606.73



Coppel Elementary UIL Academic Events

Description of events with grade level specifications

Art Contest (Grades 4-5)

This contest involves the study of paintings from the [National Gallery of Art](#) in Washington, D.C. and paintings or pictures from selected Texas museums. The *Art Smart Bulletin*, published every other year, is the source for study of history and art elements relative to the 40 art selections and is the final authority in the spelling of artists' names and titles of art works. As part of their study, students will demonstrate an understanding of art history and interpret ideas and moods in original artworks while making informed judgments about the artwork.

Part A of the contest requires the contestant to identify the names of 15 selected artists and titles of pictures selected randomly by the director from the official list of 40 pictures. Part B consists of 30 questions about art history and art elements characteristic of the 40 art selections.

The Art Contest is in the first year of a new two-year cycle. Prints and the *Art Smart Bulletin* are the new for 2009-10. Both divisions (grades 4-6, grades 7-8) use the same prints and bulletin, but different tests are provided for each division.

Creative Writing (grade 2)

The contest is designed to promote creativity in an academic format and to encourage writing skills at an early grade level. Through preparation for the contest, students in second grade will be able to evaluate their own writing and the writing of others.

Contestants will be given a prompt with several captioned pictures. From these pictures, the students will create an original story based on their selections in 30 minutes. The stories must contain at least one of the pictured items, but it is not required that all items on the page be included.

Dictionary Skills (Grade 5)

Thorough knowledge of the dictionary is a way to increase a student's ability to find the information that is needed for classwork as well as everyday living. The subject matter of all tests is taken from the [Merriam Webster's Intermediate Dictionary](#), 2004 and subsequent editions. Contestants may use other dictionaries in the contest, but the contest subject matter will be found in Webster's Intermediate.

Each test consists of 40 objective and short answer questions to be completed in 20 minutes. Contestants use dictionaries during the competition, which may be tabbed. Contest questions cover word origins and histories, parts of speech, pronunciation, variant spellings, plurals, alphabetizing and other such elements. Test questions are also taken from charts, tables and lists contained in the dictionary.

Listening (Grade 5)

The listening contest is designed to help students in grades 5,6,7 and 8 recognize the importance of effective listening skills and to identify problems they may have in listening effectively. It also provides a challenging format to test the improvement of their listening abilities. Through preparation for the contest, participants will listen actively to a variety of material and learn to analyze and evaluate a speaker's message critically. Tests will include, but not necessarily be limited to, language arts, fine arts, natural sciences and social studies. The objective tests will measure skills such as identifying the main idea and supporting ideas, drawing conclusions, distinguishing fact from opinion, and mastering other listening and thinking skills.

Contestants will listen to a script ranging from seven to ten minutes in length, take notes as needed, and use their notes to answer 25 multiple choice, true/false and short answer test questions. A variety of subject matter will be used for the listening tests.

Maps, Graphs & Charts (Grade 5)

The maps, graphs & charts contest is designed to help students learn to get information from a variety of maps, graphs and charts including world maps, pie charts, bar charts and local area maps. The objective test will measure skills such as using a reference book to locate information, making comparisons, estimating and approximating, using scale and interpreting grid systems, legends and keys.

Students will be given an objective test containing approximately 75 multiple choice, true/false, and fill-in-the-blank questions which must be answered in 45 minutes.

There will be one additional transition year for atlases in 2008-09, so test writers will check all atlas questions against both the new 2008 edition and the previous 2003-05 edition of the *Nystrom Desk Atlas*. Beginning in 2009-10, only the 2008 edition will be used in test preparation. Students may also use any other atlas they choose, but the test questions are written using this source.

Music Memory (Grades 3-5)

The focus of the Music Memory contest is an in-depth study of fine pieces of music literature taken from a wide spectrum of music genres to expose students to great composers, their lives and their music. In the course of preparing for the contest, students should be given the opportunity to describe and analyze the music, relate the music to history, to society and to culture, and to evaluate musical performance.

The selections for the Music Memory Contest are new for 2009-10. Students will listen to approximately 20 seconds of up to 20 musical selections and identify the name of the major work, selection and the name of the composer. To receive full credit for an answer, all information about the music selection must be complete as shown on the official list. **Spelling and punctuation are considered in the grading of this contest**

Number Sense (Grades 4-5)

Individuals are called upon every day to use their ability to make quick mental calculations to make decisions. The development of such abilities should be an integral part of the math curriculum. Concepts covered include, but are not limited to: addition, subtraction, multiplication, division, proportions, and use of mathematic notation.

Students will be given a 10-minute, fill-in-the-blank test which they must complete without doing calculations on paper or on a calculator. Erasures and mark-outs are not permitted.

Oral Reading (Grades 4-5)

Reading literature out loud provides opportunities for students to analyze the text, to grow and to develop as a performer, to communicate a message to an audience and to perform an artistic creation. The oral reading competition should be an extension of the classroom literary and language arts activities in poetry, short stories and children's fiction. See the link below for frequently asked questions about oral reading.

Students in **grades 4, 5, and 6** read a selection of poetry. Each selection may be one poem, a cutting of a poem, or a combination of poems. The same selection may be read in all rounds, but different selections are permissible. Selections must be published although the poet may be unknown or anonymous.

Ready Writing (Grades 3-5)

Texas has put a great emphasis on writing skills at all levels of school and all levels of state-wide testing. Ready Writing, a contest for students in grades 3,4,5,6,7 and 8, builds upon those skills and helps students refine their writing abilities. In particular, this contest helps them to learn to write clearly and correctly a paper that is interesting and original. A standard dictionary or thesaurus may be used during the contest.

Contestants are given a choice between two prompts which defines the audience, and provides the purpose for writing. Students should be encouraged to analyze the prompts for the purpose of writing,

the format, the audience and the point of view. The format may be, for example, a letter, an article for the newspaper or an essay for the principal. Various writing strategies may be stated or implied in the prompt. Some of these include:

1. description to inform -- describe the happening or person/object from imagination or memory;
2. narration -- write a story;
3. persuasion -- describe and argue just one side of an issue; describe both sides of an issue then argue only one side; write an editorial; write a letter to persuade, etc.

There is no minimum or maximum number of words the contestants must write.

Spelling (Grades 3-5)

The spelling contest is designed to give students in grades 3, 4, 5, 6, 7 and 8 exposure to a wide variety of vocabulary words. It is not a contest of memorization. For the most educational value, preparation for this contest should include instruction in the rules of the English language, meanings and definitions, and root words. In addition to learning to spell proficiently, contestants will learn to write clearly and to capitalize words properly.

Students will write down words given by the pronouncer on their paper at a rate of approximately five words per minute. Tests will be fully compatible with the [Merriam Webster's Intermediate Dictionary 2004](#) and subsequent editions.

Storytelling (Grades 2-3)

To tell a story, the participant must develop skills in listening, thinking and speaking. This contest also allows for the development of creative expression, something being given more attention in the professional world. For practice, teachers can use stories from any good children's books or magazines.

Contestants in the second and third grades shall listen to a storyteller read a brief story (between 600 and 1100 words long) only once, and then retell that story in their own words before a judge or judges.

There are no time restrictions on the length of the story the student creates.

Responsibility of Coaches:

- Recruit students for the competition
- Select students for the competition
- Learn the Rules and Regulation of and for the competition
- Gather appropriate materials to prepare students for the competition
- Create a practice schedule for students
- Supervise all practices
- Teach and Coach students to prepare them for competition
- Attend the competition with students and supervise them