



**Archway Veritas Parent Service Organization  
General Membership Meeting  
Archway Veritas Library  
September 5, 2018**

<b>Incoming Board Members</b>	<b>Attended</b>	<b>Members</b>	<b>Attended</b>
President - Kerry Burki	P	At-Large Communications - Mia Singer	P
Vice-President - Robbyn Salganick	P	At-Large Community Outreach - Julee Leather	P
Secretary - Lauren Morstad	P	At-Large Social - Angela Metropulos-Holeva	P
Treasurer - Kristen Sarracino	P	At-Large Hospitality - Hester Stewart	P
Dads' Club- Eric Luoma	P	At-Large Homeroom - Mischelle White	P

<b>Staff</b>	<b>Attended</b>	<b>Staff</b>	<b>Attended</b>
Headmaster - Dr. Mary Frances Jeffries	P	Director of Academy Giving - Sarah Marbach	P
Office Manager - Ami Hosack	P	Office Manager - Pat Del Duca	A

P=Present A=Absent

**Called to Order at 8:15 a.m.**

**Mission Statement (Kerry)**

All parents and guardians of students currently enrolled at Archway Veritas are members of the school's Parent Service Organization. We are a community of parent volunteers that provides a support system to enrich our student's academic experience. We volunteer our time in service, facilitate communication, administer social activities and raise funds to benefit and support the faculty and administration that are working to provide the best educational experience for our children.

**Acceptance of Prior Meeting Minutes**

Kerri moved the minutes of the previous meeting be approved as written. Hester seconded. All approved.

### **Headmaster Report: Mary Frances Jeffries**

- ❑ Mrs Opitz started as Assistant Headmaster/Dean of Students for 2018-2019 school year
- ❑ FYI Night at the Auction on March 8, 2019: largest school event where all funds raised are used for school AV/AVP
  - Funds raised are used for classroom supplies, library remodel, school sidewalk, athletic field improvement, school expansion
- ❑ Headmaster Coffees will be announced in weekly e-blasts, closer to dates. Specific topics will be discussed
- ❑ Seeking volunteers for the library
  - Volunteers are encouraged.
  - Reading groups/teacher library time/TAs will be trained on library book check-out to assist with no librarian on staff
- ❑ AZ Merit testing discussed next general meeting
- ❑ Text updates can be sent through Great Hearts AV. You must register to receive
- ❑ Good start to 2018-2019 school year with few hiccups: construction, start and stop time, drop off and pick up (down to 19 min afternoon pick up)
- ❑ Should the PSO take charge in installing virtues among parents? Provide a “Code of Conduct”?
  - Where can we start? HR Parents/event chairs/parent volunteers/parents
  - Promote the partnership between parents, students and staff. Reiterate safety procedures and virtues at the school, and for parents to practice as well
- ❑ Parking Lot Concerns:
  - Safety and aggression: suggestion to put rules and regulations in parent handbook
  - Re-painting of parking lot arrows (to be completed in Fall Break) with two options available:
    - Middle lane to make first turn at basin
    - Far R lane to move into middle lot lane OR around to Prep side
  - Eliminating merges and new location for handicap spots
  - Reconfiguring staff duties in parking lot and at crosswalks. Teachers start outside parking and crosswalk duties at 7:40am
  - Suggestion to increase signs, speed bumps, messaging. Bring in normal traffic laws to stop at crosswalks
  - Club pick up is confusing and unsafe. Club teachers will reiterate pick up safety
  - 56<sup>th</sup> street and Indian school Rd committees working together for safer crosswalks
    - Grant opportunity for traffic and safety
    - Anything on campus AV pays, anything off campus, city will pay for
    - Great Hearts not a “school zone” and working to become one
    - Sept 26<sup>th</sup> meeting for planning project 7pm Lund Center. Sal Viccio. All invited to attend

### **Academy Giving Report: Sarah Marbach/ Courteney Holmes**

- ❑ November 17, 2018: 5K, details to follow
- ❑ Sponsor levels available

### **Teacher Representative: Sheena Barton**

- ❑ Thank you to a great start to the year

### **President Report: Kerry Burki**

- ❑ MSA reminder to sign up/update

- HR parents are active/mentors available
- Book fair: Stephanie Dieterich  
Library location  
Need volunteers- especially for Friday Donuts w Dads  
Tuesday, Sept 11, classes walk thru 8-2p, also ice cream truck for school grand opening 2:30-4:30p  
Hours: Wednesday 7-8:30a/1-3p; Thurs 7-8:30a/2:30-4:30p; Friday 7-8:30a Donuts w Dads

**Vice President Report: Robbyn Salganick**

- Volunteer Lunch reminder on MSA  
Insulated bags have been purchased
- Spirit Wear: East Bay online sales  
October 2018, 2-3 weeks for purchasing online, then products shipped to home

**Secretary Report: Lauren Morstad**

- Yearbook prices already increased: \$35 hardcover/\$25 softcover
- Compassionate Services Volunteer position open: assist in times of need for students and families at AV
- Lost and found quarterly clean out

**Treasurer Report: Kristen Sarracino**

- Good numbers
- Teacher distribution 1x/semester. 1<sup>st</sup> check to be out soon
- Printed checks from now on

**Communications Report: Mia Singer**

- MSA reminder: Register, make current, and update
- Newsletters out every two weeks: very informational with school activities

**Community Outreach Report: Julee Leather**

- Food Truck Friday: Oct 5, 2018, 2 trucks

**Social Report: Angela Metropulos-Holeva**

- Mother Son Event is Oct 19, 2018: Details to come and MSA Volunteer slots to open in coming weeks for event/snacks and beverages volunteers
- Fall Festivitas exclusive sponsor needed Nov 17, 2018. Follows the Veritas 5K

**Hospitality Report: Hester Stewart**

- Peter Piper Pizza welcome back could improve on attendance: suggestion of better advertising month prior
- Welcome back coffee was a success

**Homeroom Report: Mischelle White**

- HR Parents orientation Sept 6, 2018 with 30ppl
- Box Tops: mtg for volunteers Sept 7, 2018
- MSA training Sept 20, 2018 at 8:20a: RSVP

- ❑ April 2019: Teacher App Week Lead Volunteer position available

#### **Dads' Club Report: Eric Luoma**

- ❑ Meets 3<sup>rd</sup> Thursday of each month with 20-30 ppl each meeting: Help teachers, PSO, maintenance staff
- ❑ Sept 14<sup>th</sup> Donuts w Dads for book fair
- ❑ Fall Fest providing hot dogs
- ❑ Meeting Sept 6, 2018 at Keegans

#### **New Business: All**

- ❑ Passive fundraising
  - Tuft and Needle
  - Amazon Smile
    - Amazon wish lists available per grade: purchases are tax deductible
  - Crayola recycling program: Volunteers are meeting w Sheena Barton for donation locations at AV
    - Crayola pays for return shipping. Helps with recycling products
- ❑ Used uniforms prices are \$5. Non logo brands are free
- ❑ Friday March 8, 2019: Night at the Auction event reaches funds up to \$100,000: benefits K-12 students  
Friday Sept 7, 2018 coffee gathering where theme is revealed and committees forming
- ❑ Parent request for easier access to calendar dates: Gmail/iPhone  
Kerri Burki looking in to
- ❑ Tina Whitt: Overview of Snowstorm for teachers giant gift for holidays
- ❑ Parents and caregivers should be aware that even with volunteer spots not open, there is always an invitation to attend
- ❑ Parents mention a carpool link/program be offered school-wide  
Groups of students have started a "bike-pool" to local neighborhoods
- ❑ "Silent" lunch: noise concern? Or other? Come to observe  
A 10 min quiet time has seen benefits:
  - Students now finishing lunches, and holding a stronger afternoon attention spanNot to be seen as strict: Red/green/yellow- visual cue to enforce rules rather than "shh"  
10 min of silence is 2% of all school day  
Lunchroom rules are reiterating what kids are expected at home meals: respect, eating  
Teachers giving plenty of opportunities in classrooms to talk as well as recess  
Any thought on different grades, different rules?

#### **Upcoming Events:**

- ❑ **September 9: AVPSO Newsletter**
- ❑ **September 11-14: Usborne Book Fair**
- ❑ **September 11: Ice Cream Truck Book Fair Kick-off**
- ❑ **September 14: Donuts w Dad/NOON Release**
- ❑ **September 19: No School**
- ❑ **September 23: AVPSO Newsletter**
- ❑ **September 28: Great Hearts Gala/NOON Release**

**Next General Board Meeting: Wednesday, October 17, 2018 @ 8:15am**

**Meeting Adjourned at 9:47 a.m.**