

PLA Meeting Minutes
(November 1, 2006)

Items	Follow-up	Assignment
Lifeline Presentation to students and parents/guardians	none	none
<p>The program went well. Students had their own presentation and were impressed with other kids their age sharing their stories. Parents/guardians program at night was well attended and again it was a powerful message from young people talking about their experience with addiction.</p>		
Parent Teacher Conferences		
<p>PTC's went well with a few suggestions for the future. Even though pre-sign up was expected to see teachers at certain times parents showed up anyway creating a back up of those that had signed up. It was suggested to have the conference sign up sheet posted with those that had called ahead of time and to clearly post this and another notice indicating that you have to sign up for a conference on the doors of the classrooms. Also that teachers need turn parents away if they did sign up for conferences. Another issue was that not everyone got a newsletter. Instead of having them in several area on tables to move them to a location right by the front door.</p>	<p>Put up sign-up sheets that have been filled out with parents names by the teacher door to discourage people from just showing up and meeting with teachers. Place newsletter in one place by the front door.</p>	<p>Karin to do the PTC lists and give to teachers to post. Newsletter to be placed by front door.</p>
2nd VL Training		
<p>Training went well and dates have been picked for next set of Village meetings and training. They are Jan 11th for the training to be held in Ms.Simms room from 6:00-7:00 and the next Village meetings dealing with the Arts/Humanities program and the Gala to held Jan 18th 5th & 6th Grades and Jan 25th 7th & 8th Grades, again to be at school from 6:00-7:00.</p>	<p>Stacey Jo, Amy, Ann, Gala Committee and Development</p>	<p>Stacey Jo to communicate with the VL's about training on Jan. 11th. Amy to get Village meetings on calendar and Ann to help put together an agenda. Gala committee/development to work on presentation to VL and Villages.</p>
Math night/Annual Campaign		
<p>Development has scripted what VL's need to know to present to their Villages. Math teachers are prepared for their part of the meeting and agenda, name tags and all handouts will be given to the VL's prepared by Stacey Jo. Stacey Jo will also put up signs for where the separate Villages are to meet. It was suggested that humanities</p>	<p>Stacey Jo and Amy</p>	<p>Stacey Jo to make copies and put together VL packets and Amy to request humanities teacher attend their Village meetings.</p>

teachers also be present to show support for their Villages.		
Long Term plans for the parking lot		
Amy put out an "all call" for parents that might be interested in helping with planning of the parking lot. The meeting will be November 9th at 5:00 in Amy's office.	Amy and interested parents/ guardians	Attend meeting to be held at 5:00 on November 9th.
Safety Committee/What's next?		
Two areas were singled out as needing attention. First is the disaster kits are ready and working but 2 gallons of water per class room need to be added. The other area is that emergency evacuation needs to be practiced. Central City is the place that we would evacuate to and Amy needs to contact Maggie of Central City to confirm.	Rhonda, Carol and Amy	Rhonda and Carol need to work with Shellee to put in place a drill for emergency evacuation. They also need to coordinate how we can supply water that can be carried off sight, 2 gallons per class (10 classes). Amy needs to confirm with Central City.
Family/Student Support -What's next?		
Working on an internet safety presentation for students and parents. Juli Ulvestad is working with Amy and Alumni parent who has written a book on My Space. The next presentation is set for the end of November.	Juli and Amy	Work on setting up presentation on internet safety.
Communications Committee		
Still working on the kinks of Tallosa and how best to use it, how to manipulate and if we might want to purchase programs instead of trying to create them. One internal person needs to be in charge of this program because material is sensitive and needs also to be accurate. The directory looks great but was very hard for Lisa Burns to manipulate information. The hope would be to build reports into Tallosa to extract information for the directory in the future. Still looking at how to get alumni involved and how to track them. Again better understanding of program would help.	Amy, Shellee	Decide who best should take control of Tallosa.
School Support Network		
Working on 2nd Village meeting. Packages created for all VL's to support their efforts. School wide information is still being done in excel and it would be more efficient to use another program. Most discussion involved the above mentioned information on Tallosa and how to get it to work better for all area. School registration was	Shellee, Amy, Board	Work on a new registration form with board approval.

brought up and next year a different fee sheet and procedure needs to take place. All money and receipts need to be attached so Shellee can track who and what has been paid. Everything needs to be stapled to the form. The form also needs to explain how UTA pass fees have to do with registration fees to better inform parents where their money is going. Board needs to agree on how this should look.

Development

All boards members have been contacted. We have already raised \$16,000 and are excited to involve all school community through Village meetings. Besides the Village meetings there will also be pledge information mailed to parents/guardians along with school newsletter. It is important to remember that when the entire school gives it speaks volumes about how we are viewed to donors outside the school community. The next Village meeting will involve the Gala and what we need to know and what needs to be done.

Rachel, Gala community, Communications Committee Development

Continue to work on Annual Campaign through Village Meetings. Work with Communications Committee to send out newsletter along with pledge information. Work on information on next Village Meetings to be held in January that concern the Gala.