

FGMEA BOARD MEETING MINUTES

September 11, 2007

The September meeting of the FGMEA Board was held on Tuesday, September 11, 2007 at the FEA Office in Fairfax. **Joy Petty, President**, called the meeting to order at 4:30 p.m.

Board members in attendance were: Joy Petty, Wendy Peterson, Charlie Ring, Cynthia Carlton, Bev Ogden, Vanessa Utell, Gayla Kobialka, Connie Higgins, Jacquie Yoerges, Rachael Goldman, Michael Dennis, Rob Stansbery, Rachel Grimsby, Mary Woods, Jeanette Essig, Carolyn Dorey, Debbie Key, Diane Stevens, Jessica Stowe, Carla Okouchi, Christian King, and Angie Collins

- **President's Report - Joy Petty**

Joy asked the Board members to introduce themselves. She had prepared folders for each Board member that included copies of the Constitution and Bylaws and asked them to read their job descriptions. She explained how the Board Meeting minutes would be sent to all Board members and the timeline for them to send corrections/additions to **Jessica Stowe (Secretary)**. It is hoped that the Cluster Chairs will have the final copy of the minutes by Friday morning (the same week as the meeting). The Cluster Chairs will then dispense the minutes to their respective cluster members.

Jessica will send the September minutes to all General Music teachers. Beginning in October the minutes will be sent only to FGMEA members.

Joy asked Cynthia Carlton to give an update on her father, who had a heart attack and quadruple bypass surgery last week in Florida.

- **Fine Arts Office - Jeanette Essig**

Jeanette explained that all middle school teachers (all subject areas) were required to attend the middle school Inservice in August. The elementary band and strings that usually go to Inservice with secondary music came to Inservice with elementary general music. With the 6th grade assessment coming up, it seemed to be a good idea, plus the combined Inservice allowed the time to dialogue with each other.

New 6th Grade Assessments

Teachers worked this summer to develop pilot 6th grade assessments in art and music. These assessments will be piloted during the 2007-2008 school year. The pilot schools include some of the Changing Education Through the Arts (CETA) schools as well as the schools of the curriculum writing team members.

The assessments will be of student products and performances. They have been designed to help determine what students know and are able to do at the end of the 6th grade. These assessments are not intended to compare teachers and schools, but instead will assist in determining whether students are achieving the content and skills outlined in the Program of Studies (POS) across the school system.

The assessments will be administered at the end of each quarter. Each quarter's assessment will focus on particular sets of content and skills from the POS, designed to cover the major concepts taught kindergarten through sixth grades. Teachers will be trained and the Fine Arts Office has budgeted to pay for the substitute days.

The elementary schools selected for the pilot program are: Churchill Road, Crestwood, Eagle View, Fort Hunt, Hunters Woods, Lake Anne, and Mosby Woods. Schools were chosen that were not already piloting another program.

Scheduling

When the Fine Arts Office staff has been made aware of scheduling issues, it has listened to the concerns, and then advised the teachers to speak with their principal and/or cluster director. FGMEA would also like to be notified of scheduling concerns.

There is no specific regulation for excel schools. A "formula" to follow could be: five full days of teaching at 5 hours a day makes a total of 1500 minutes per week. The justifications for teaching up to 1500 minutes per week is due to the monetary increases for excel schools.

Men's Chorus

The Men's Chorus committee is making changes so that more elementary school boys will be able to participate. All music teachers will be getting an email from Claire Rowan no later than next week with the information.

All County Choral Festival (ACCF)

Dr. Deen Entsminger is excited to come as the conductor again this year, and has written the song commissioned by FGMEA.

The ACCF date change from May to April has moved several things up on the timeline: the program has to go to the printer earlier so student instrumentalists must be selected early if their names are to be included. Additionally, the student artwork must be voted on at the February Board meeting.

Since District 12's Solo & Ensemble dates conflict with ACCF, those schools/students affected are permitted to join a different district for Solo & Ensemble.

The FAO is going to help with the database for ACCF. It is hoped it will be up and running prior to the first site rehearsal. It will be necessary to check and re-check the information for accuracy.

One of the concerns to be addressed is that teachers realize the importance of staying with their students at ACCF. A contact person will be available for teachers with emergencies that require them to leave during the rehearsal or performance.

The notice and application for the ACCF will go out to administrators electronically. Jeannette encouraged all to print the form out, communicate with the principal and get signatures on the form in order to turn it in. Elaine Stanford has sent an email about this to all general music teachers.

- **Treasurer's Report - Debbie Key**

Balance 06/12/07	\$16,591.17
Deposits/credits	\$ 2,116.52
Withdrawals/debits	\$ 699.54
Balance 9/11/07	\$18,008.15

The proposed budget for was 2007-08 tabled for discussion at the next meeting.

Debbie Key explained about receiving reimbursement. Receipts are necessary and there should be no personal items on the receipts - only items to be reimbursed by FGMEA should appear on the receipt.

The Expenditure report form for board members will be scanned and emailed to board members for future use.

- **Committee Chair Reports**

1. ***Membership - Joy Petty for Betsy Nerdahl***

There are 141 members to date.

Joy asked Debbie Key to check the draft roster provided by Betsy against the monies collected to make sure they match.

2. ***Choral Festival - Carla Okouchi, Cynthia Carlton***

Carla reported the packet is in the final stages. All those participating will receive a hard copy of the packet. It will also be available on Blackboard.

All the music has arrived for ACCF and was purchased under the allowed budget.

Carla said an announcer is needed for ACCF. Mary Woods volunteered to take on those duties.

A site host is still need for SOL. Suggestions were given and Carla, Cynthia and Joy will make the final decision.

Carla has received the lyrics and music from Deen for the commissioned piece. It is called *Lovely Day*. Deen has sent it to the publisher. A question arose as to whether the music will be available for the November read-through. Carla will check on that and if not available will copy the final draft Deen sent.

Carla expressed the need to get Deen's performance notes as soon as possible so the rehearsal CD can be made.

All artwork will need to be turned in at the FIRST site rehearsal.

3. Inservice - Mary Woods

The October 29th inservice will be at Kings Glen – note the change in location. This will be a Multicultural Presentation by Dr. Soojin Kim Ritterling. Teachers will receive (hard copy) flyers within the next two weeks. Linda White and Lucinda Sexton suggested this clinician.

4. New Teacher - Rachael Goldman

Rachael has welcomed the new General Music teachers to Fairfax County. She will be their "voice" on the FGMEA Board: they currently have no concerns to bring before the Board.

Camille Haberland is in charge of mentoring again this year. She is in need of someone to mentor three experienced teachers (new to Fairfax County). Board members **Michael Dennis, Jacquie Yoerges and Gayla Kobiaalka** volunteered to be mentors. Joy will email those names to Camille. A mentor meeting is scheduled for September 19, at Mosby Woods. Rachael will attend.

A discussion was held about the possibility of the Board sponsoring a "New Teacher Shower" similar to the one held last year where Board members prepare a "tried and true" lesson plan to be shared with the teachers in the Great Beginnings Program. Bev Ogden will decide on a possible date and report to the Board in October.

5. Technology/Website - Vanessa Utell

Vanessa reported the cost of buying a domain name is ~\$8.99/yr. and securing a Web host ~\$10/15 month. Vanessa will return to the next meeting with more figures for the Board to approve. She hopes the FGMEA website will be up and running within a month.

New Business

Debbie Key, Treasurer:

Debbie shared the information that nonprofit organizations are permitted to make money. FGMEA has a large balance in the bank which could be put into a CD. Debbie will bring information next month from the Bank about investing in a CD.

Michael Dennis, Resource:

Michael asked who would have the resource lists. Since the previous Resource chair is not longer teaching in the county Michael will check with Mike Utell who generated the original list and see what needs to be added to it. In addition to other projects, Michael is working on editing the piano teachers list.

Charlie Ring, Past President:

Charlie asked for suggestions of what to donate to the Fine Arts Library in honor of the 2007 retirees. He had spoken with Fine Arts Librarian, Amanda Pilmer. After discussion of what would be a valuable resource Jeannette said that the long-term music substitutes in the county were in need of lesson plans. Jeannette had the opportunity last year to view a packet of activities, songs and masters called "To Bang a Drum" which she felt were very good. She felt this is a substitute friendly resource.

MOTION: Charlie Ring moved to purchase the program "To Bang a Drum" for no more than \$150. The motion passed unanimously.

The Board briefly discussed other ways to create more resources for long-term music substitutes. Joy suggested that the lessons being prepared for the new teachers in the Great Beginnings program also be available in the Fine Arts Library.

With no further business, the meeting was adjourned at 6:00 p.m.

The next FGMEA Board meeting will be Tuesday, October 9, 2007.

Respectfully submitted,

Jessica Stowe
Secretary

