

**FGMEA Board Meeting Minutes
March 11, 2008**

The March meeting of the FGMEA Executive Board was held on Tuesday, March 11, 2008 at the FEA Office in Fairfax.

I. Call to Order

Joy Petty, President, called the meeting to order at 4:32 p.m.

Board members in attendance were: **Joy Petty, Rob Stansbery, Charlie Ring, Debbie Key, Jeanette Essig, Carla Okouchi, Angie Collins, Michael Dennis, Rachel Grimsby, Connie Higgins, Rachael Goldman, Jacquie Yoerges, Christian King, Lesley Lindell, Betsey Nerdhal, Gayla Kobialka and Vanessa Utell.**

II. President's Report: Joy Petty

Board members who notified Joy that they would not be attending the March Board meeting are: **Carolyn Dorey, Cynthia Carlton, Mary Woods, Bev Ogden, Wendy Peterson and Diane Stevens.**

Joy thanked the Board members for responding to an e-mail inquiring whether or not they will return on the FGMEA Board for the 2008-2009 academic year. Joy asked the Board members to review their responsibilities and duties on the Board and self-evaluate their progress. Although the Board positions require differing levels of work, each Board member serves an important role in FGMEA's decision-making group.

Joy asked the Board to be diligent about reading and correcting the minutes of Board meetings, and forwarding necessary additions and corrections to **Rob Stansbery.**

FGMEA congratulates member **Susan Eisenberg** (Centreville ES) for being featured in the April issue of More Magazine in "Firsts After 40" in an article called "My First Symphony."

FGMEA congratulates member **Russell Nadel** (Mount Vernon Woods ES) for the March 12th premiere of his commissioned work "Flood."

III. Past President: Charlie Ring

Charlie, as head of the nominating committee, has contacted the elected members of the Board regarding continuing their positions for the 2008-2009 academic year. The nominating committee presents the following slate of officers for 2008-2009: President: **Joy Petty**; Vice-President: **Carla Okouchi**; Secretary: **Rob Stansbery**; Treasurer: **Debbie Key**; Chair, Cluster 1, 2: **Carolyn Dorey**; Chair, Cluster 3, 4: **Angie Collins**; Chair, Cluster 5, 6: **Cindy Noble**; Chair, Cluster 7, 8: **Rachel Grimsby**. The election of

officers and cluster chairs will take place at the FGMEA General Membership Meeting on Saturday, April 12th.

IV. Vice-President's Report: Joy Petty for Wendy Peterson

There have not been any nominations for the \$500 FGMEA Scholarship. All FGMEA members are asked to consider their students for this scholarship. This money has been presented to FGMEA by a retired General Music teacher who wishes to help students continue their music education but who may not have the financial means to do so. Joy states it would be a tragedy if the monies were not used! Last year the scholarship was given to a student who attended the JMU Music Camp in the summer. The application process is very simple, and all applications must be submitted to Wendy by **March 24th**. The nomination forms were distributed in the Winter Newsletter, and will also be attached to the minutes of the March 11 Board Meeting.

V. Secretary's Report: Rob Stansbery

The minutes of the February 12, 2008 Executive Board meeting were distributed via email to Board members, and were approved as corrected.

VI. Fine Arts Office Report: Jeanette Essig

Jeanette has drafted a memo outlining procedures to be used when sending instruments to ATEC for repairs. ATEC is currently reviewing the memo; it will be distributed when in final form. Jennifer Himes has created a new form that will be used by all teachers requesting repairs from ATEC. The FAO and ATEC are working to make instrument repair a more streamlined and easier process.

Deputy Division Superintendent Richard Moniuszko will attend ACCF and address the audience as Guest Speaker.

The site selection for ACCF 2009 is almost completed. This information will be forthcoming.

Rachel Grimsby thanked Jeanette for attending ACCF site rehearsals. Jeanette responded that she has enjoyed attending the rehearsals and seeing General Music teachers working with their students. Jeanette asked that FGMEA members inform her of special events and programs at their schools, as she would enjoy attending those as well.

Joy Petty asked for clarification regarding ACCF substitutes: if two General Music teachers are at a school but only ONE is working with the ACCF students, can both use the substitute code to acquire a substitute to attend the ACCF Friday rehearsal? (NOTE: If both teachers are working with the ACCF students this is not an issue and both may attend on Friday). Jeanette was unsure of the policy regarding the substitute code, and will be forthcoming with this information after she researches the subject.

VII. Treasurer's Report: Debbie Key

Debbie distributed the Treasurer's Report to the Board. The bank account reconciles as it should. The balance forwarded from the February 2008 report was **\$13,878.67**. Deposits and credits totaling **\$729.19**, and withdrawals and debits totaling **\$2318.81** resulted in an ending balance on March 11, 2008 of **\$12,289.05**.

VIII. Cluster Chair Reports

A. Fall In-service: Rachel Grimsby

Rachel has contacted Konnie Saliba regarding the fall in-service. Saliba is interested in coming for the in-service. Rachel and Konnie are currently corresponding to coordinate travel dates and expenses. This information will be forthcoming to the Board.

Rachel asked if the FAO could assist with payment for Saliba's travel expenses, in addition to paying for her clinician fee. **Jeanette Essig** will investigate this matter with the FAO.

Joy Petty reminded the Board that specific teaching time needs to be calculated and agreed upon with Saliba. Saliba's fee is \$100.00 per hour. **Jeanette Essig** suggested a teaching time of 9:15 a.m. – 12:00 p.m., and will research this matter further with the FAO.

Further discussion regarding the fall in-service will take place, with further information regarding Saliba's travel expenses and teaching time, and whether or not the FAO can assist with travel expenses, at the May 13, 2008 Executive Board Meeting.

XI. Committee Chair Reports

A. Choral Festival: Carla Okouchi

Carla thanked **Joy Petty** and **Bev Ogden** for assisting with her students at ACCF site rehearsals, so that Carla could attend other rehearsals at other sites.

Student artists will be acknowledged at ACCF in a different manner from recent years. Carla has asked one of the artists to create a special memento for Dr. Entsminger.

ACCF "Row Colonels" are currently finishing seat placements for singers.

Job assignments for teachers are currently being finished; this information will be forthcoming soon.

Hayfield SS administrators will be very strict about entrance times for teachers and singers on Friday. This is due to Hayfield student transition times; ACCF

singers may not be in the hallways during these times. Available teachers will be asked to assist in this matter. Friday rehearsals will start at 9:30 a.m.

Help will be required to complete set-up on Friday. Willing teachers are asked to arrive at Hayfield SS at 7:30 a.m.

General Music teachers will be asked to sit together in a reserved section for recognition at the ACCF Concert. We want to show a united group when asked to stand! If family members of the teachers attend the concert they may sit in that section also. There will be reserved seats for the FGMEA Executive Board.

Jeanette Essig will send a pass to principals and assistant principals, so that they sit together in a reserved section for dignitaries.

Carla asked for assistance with setting up and maintaining the Hospitality Room. The approved budget for the Hospitality Room is \$500.00, but the actual amount will probably be more, as we have two breakfasts to set up this year (instead of one).

Joy Petty asked Carla about the dismissal procedure following the ACCF Concert, noting that the safety and security of the participating students is very important. She hoped dismissal would be smoother than in recent years. **Jeanette Essig** said that the dismissal directions were printed in the program. Joy requested that someone take the responsibility of making the dismissal announcement from the podium. Jeanette responded that either **Elaine Stanford** or Jeanette herself would do the dismissal announcement.

Carla announced that Dr. Sharon Davis Gratto has been contracted as clinician for ACCF 2009.

B. Public Relations: Jacquie Yoerges

Jacquie has notified several local newspapers about ACCF. **Jeanette Essig** suggested that Jacquie contact FCPS Communications Specialist Mary Shaw as well.

C. Ways and Means: Gayla Kobialka

Gayla distributed to the Board an account of ACCF t-shirt sales and inventory.

Schools that have turned in checks and/or order forms: 70

Beginning inventory:

Small: 120

Medium: 119

Large: 47

XL: 27

T-shirts sold as of March 11, 2008

Small: 187

Medium: 119
Large: 38
XL: 8

Current inventory:

Small: need 67 more to complete orders
Medium: 0
Large: 9
XL: 19

T-shirts sold last year: 558 total

Small: 219
Medium: 220
Large: 84
XL: 38

Gayla recommended an additional order for ACCF t-shirts. Several members commented that we ran out of small t-shirts at ACCF 2007.

T-shirts will be sold at rehearsal on Friday, but only to teachers. Students will not be allowed to purchase t-shirts themselves on Friday. T-shirts will be sold before and after the concert on Saturday. **Debbie Key** mentioned that a supply of t-shirt order forms should be available at the concert so that orders may be filled after ACCF if we run out of popular sizes.

Teachers still may pony order forms and checks to Gayla. She will fill the orders as soon as she is able, but does not guarantee that they will be available before ACCF.

MOTION: FGMEA shall place an additional order for a total of 345 ACCF t-shirts.

Small: 170
Medium: 100
Large: 60
XL: 15

Motion made by: Gayla Kobialka. Seconded: Jacquie Yoerges.
The motion passed unanimously.

D. October In-Service: Rachael Goldman

Rachael suggested to the Board that FGMEA secure Inclusive Schools Resource Teacher Michael Bloom for an October in-service on Classroom Management. Rachael attended an in-service at her school with Bloom, and suggested that it would be useful not only for new General Music teachers, but for experienced teachers as well. Bloom presents a program entitled “Tough Kid Tool Box” for Teachers.”

MOTION: FGMEA shall secure Michael Bloom to present “Tough Kid Tool Box” for Teachers” at the October In-service.

Motion made by: Rachael Goldman. Seconded: Rachel Grimsby.

The motion passed unanimously.

IX. Old Business

Use of FGMEA monies “elsewhere”

The Board discussed assisting financially with the mentorship and new teacher programs already in place, such as providing substitutes for new teachers to leave their classrooms and observe their mentors.

MOTION: FGMEA shall use FGMEA funds to support the mentorship/new teacher programs.

Motion made by: Rachael Goldman. Seconded: Carla Okouchi.

Rachael Goldman remarked that we need clarification regarding the roles of the Great Beginnings and mentor programs. **Carla Okouchi** suggested that FGMEA allot funds for motivating “goodies” for new General Music teachers. **Joy Petty** will contact individuals in charge of the various mentor/new teacher programs and request that they discuss with each other what assistance would be useful.

Rachael Goldman will participate in that discussion.

Following discussion, the motion was tabled until the May Executive Board Meeting.

X. Adjournment

The next FGMEA Board meeting will be **Tuesday, May 13, 2008**. This will be the final Board meeting of the 2007 – 2008 academic year. **Betsy Nerdhal** offered her home for the meeting. **Rachael Goldman** will send an e-vite to Board members.

With no further business, the meeting was adjourned at 5:52 p.m.

Respectfully submitted,
Rob Stansbery
FGMEA Secretary