

FGMEA Board Meeting Minutes
May 13th, 2008

The May meeting of the FGMEA Executive Board was held on Tuesday, May 13, 2008 at Betsy Nerdhal's home.

I. Call to Order

Joy Petty, President, called the meeting to order at 4:37 p.m.

Board members in attendance were: **Joy Petty, Rob Stansbery, Charlie Ring, Debbie Key, Elaine Stanford, Carla Okouchi, Michael Dennis, Christian King, Betsy Nerdhal, Gayla Kobialka, Cynthia Carlton, Wendy Peterson, Diane Stevens, Bev Ogden and Vanessa Utell.**

II. President's Report: Joy Petty

Board members who notified Joy that they would not be attending the May Board meeting are: **Connie Higgins, Danielle Menard, Dori Eggan, Carolyn Dorey, Jacquie Yoerges, Angie Collins, Deb Rudd, Karen Jenkins, Rachel Grimsby, Rachael Goldman, Jeanette Essig and Mary Woods.**

Thank you to **Betsy Nerdhal** for offering her home for the Board meeting.

Joy offered thanks and farewell wishes to **Wendy Peterson** (Vice President), **Diane Stevens** (Social) and **Connie Higgins** (Social).

Joy welcomed members new to Board positions: **Karen Judkins** (Social), **Danielle Menard** (Social), **Dori Eggan** (Grant) and **Carla Okouchi** (Vice President).

FGMEA sent flowers to David Willis' memorial service and a sympathy card was sent to the family. Joy passed around a card from Lydia Hunter thanking FGMEA for a recent expression of sympathy following the death of her mother.

Joy reminded cluster chairs to ask their members to please send signed ACCF CD packing slips to **Ruth Wygal**.

Joy presented ACCF CDs to **Elaine Stanford** for the FAO. Joy has also sent CDs to Deen Entsminger and Nancy Stowe. **Charlie Ring** reminded the Board that a CD and program should also be placed in the FAO library. Joy will send these.

III. Vice-President's Report: Wendy Peterson

FGMEA has received applications for the \$500 scholarship. The committee will be meeting within the next week, and an announcement of the scholarship recipient will be forthcoming.

IV. Secretary's Report: Rob Stansbery

The minutes of the April 12th, 2008 General Membership meeting were distributed via e-mail to Board members, and were approved as corrected.

V. Fine Arts Office Report: Elaine Stanford

Elaine thanked FGMEA for ACCF and for all the work that we do.

The FAO is in the process of interviewing prospective teachers for the 2008 – 2009 school year.

The first year of piloting for the Sixth Grade Assessment is ending. Elaine thanked piloting teachers. Principals will be receiving an explanation of the Assessment over the summer. The second year of piloting will take place during the 2008 – 2009 academic year, and the Assessment will be implemented countywide in 2009 – 2010.

2008 – 2009 in-service dates have been finalized. These will be announced in the June newsletter. The August in-service will be held at West Potomac High School on August 27th, and will feature Orff clinician Konnie Saliba; additional sessions may include Smart Board resources and a Kodaly session. There will be no January 2009 in-service.

The BlackBoard site for music is constantly being updated.

Elaine reminded the Board that the Channel 21 schedule for ACCF broadcasts can be found in the ACCF program, or teachers can e-mail Elaine for the schedule.

VI. 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 April 2008 report was **\$14,185.30**. Deposits and credits totaling **\$10,760.00**, and withdrawals and debits totaling **\$1,747.45** resulted in an ending balance on May 13th, 2008 of **\$23,197.85**. Debbie noted that April/May is the most active time of the year in the FGMEA treasury, and that FGMEA has received no returned checks for t-shirts or CDs following ACCF.

Debbie distributed the proposed budget for 2008 – 2009. The proposed budget is based upon actual amounts received and disbursed from 2007 – 2008.

Joy Petty thanked Debbie for her detailed accounting during the year.

MOTION: FGMEA shall add a \$75.00 line-item to the budget, under ACCF, to be used for supplies for the Row Captain leader.

Motion made by: Carla Okouchi. Seconded: Wendy Peterson.

Following discussion, the motion was retracted.

Discussion: In recent years, the Row Captain leader has purchased materials for use by the Row Captains. These materials have included hats, beads, leis, and other items used to enable students to easily identify Row Captains. **Bev Ogden** noted that many individuals work diligently in many capacities at ACCF, and the Board should be wary of singling out a particular group for reward. Other Board members noted that items are purchased in other areas, such as first aid supplies and bottled water, and that FGMEA should consider a “petty cash” for ACCF.

MOTION: A \$200.00 line-item shall be added to the 2008 – 2009 budget, under ACCF, for miscellaneous supplies and expenses.

Motion made by: Carla Okouchi. Seconded: Charlie Ring.

The motion passed unanimously.

Elaine Stanford told the Board that a purchase order is being prepared for the purchase of music for ACCF 2009. The FAO, like all FCPS offices, has been told to cut expenses by a large percentage. She suggested that FGMEA might need to pay for some of the cost of music in the event that the FAO cannot purchase the entire amount required.

Debbie will revise the budget by removing the one-time expenses, and present a budget to the Board for approval in September 2009.

MOTION: FGMEA shall make an addition to the by-laws under Chapter I, Section E: 10. that we require a receipt from any individual requesting reimbursement, and said receipt will list only those items purchased for FGMEA.

Motion made by: Debbie Key. Seconded: Bev Ogden.

Following discussion, the motion passed unanimously.

Discussion: Debbie noted that FGMEA has not been asked to pay any expense this year for which a receipt was not included, but that this has been a problem in the past. She also noted that receipts which include items purchased for other purposes present a difficult situation for accounting. **Bev Ogden** noted that this motion needs to go before the FGMEA membership, as it requires an addition to the bylaws. She will send an explanation of this motion to the membership before the middle of June, and the motion will be discussed and a vote will take place at the August 2008 in-service.

VII. Committee Chair Reports

A. Choral Festival: Carla Okouchi and Cynthia Carlton

Carla thanked the Board and all FGMEA members for the many hours put into ACCF. The principals and other VIPs greatly appreciated the perks they received; parking permits, entry tickets and especially dismissal before the rest of the audience. Deen Entsminger was also very thankful to FGMEA.

Cynthia noted that comments on returned comment forms have been largely positive.

Joy said that some discussion has been held regarding cellphone use by singers at ACCF, and more stringent rules regarding cellphones will be in place for ACCF 2009. Also, we will strive to have ACCF be a more dignified event in the future which will enhance the positive behaviors of the participants.

Cynthia informed the Board that, in an effort to reduce excessive paper use, the ACCF packet will not be printed in 2008 -2009; rather it will be available on BlackBoard.

ACCF 2009 Dates

Music reading session: November 10, 2008 at Kings Glen ES

Site Rehearsals: January 12, February 9 and March 2

Site Rehearsal weather make-up: March 16

ACCF: April 17 – 18 at Fairfax HS

Sharon Davis Grotto, ACCF 2009 clinician, is very excited about coming to FCPS. Nancy Stowe will be returning as ACCF accompanist.

Elaine Stanford informed the Board that, because of scheduled events at Fairfax HS, the ACCF concert will be earlier than usual; the concert will be held at 3:00 p.m., and Saturday's rehearsal will subsequently start at 10:30 a.m. Paperwork has been submitted to Channel 21 for ACCF coverage. Hunter Mill District School Board member Stu Gibson has been asked to be the keynote speaker.

B. Ways and Means: Gayla Kobialka

Gayla distributed an accounting of t-shirt sales for the 2008 ACCF year to the Board. T-shirt inventory began with 13 unsold from 2007, 669 t-shirts were ordered, 640 t-shirts were sold, leaving a current inventory of 42 t-shirts. Gayla pointed out that each year more shirts are sold than the previous year and it is a money-making event for FGMEA.

Joy Petty thanked Gayla for her precise accounting during this process.

C. Old business: use of FGMEA monies "elsewhere"

Bev Ogden noted that communication has taken place since this matter was tabled at the March Executive Board meeting. The purpose of the communication has been to determine in what way FGMEA might best assist our new General Music teachers. Efforts to help new General Music teachers during their first years are: 1. the FCPS mentor program, in which the lead mentor pairs up new teachers with experienced teachers; 2. Great Beginnings class, in which new teachers explore lessons, classroom management, and other matters beneficial to new teachers; and 3. FGMEA's Board Member for New Teachers (**Rachael Goldman**). As a result of discussion between these parties, Bev offered suggestions of ways in which FGMEA might participate.

The new teacher “shower,” in which FGMEA Board members share successful lessons, has been quite valuable in the past. It was suggested that the mentors also attend this shower to share lesson plans and as an opportunity to achieve a rapport with the mentees.

Bev suggested that FGMEA use budgeted funds to purchase gift cards to help new teachers purchase classroom supplies, such as bulletin board materials, posters, etc, as these are immediate needs for new teachers. The gift card will be given with a card from FGMEA.

MOTION: FGMEA shall purchase a \$25.00 gift card for each General Music teacher new to FCPS in 2008 – 2009, to be used for classroom supplies.

Motion made by: Bev Ogden. Seconded: Debbie Key.

The motion passed unanimously.

D. Newsletter: Rob Stansbery

The summer 2008 newsletter is being drafted for distribution in early June. Rob asked that Board members submit information or articles to him by Friday, May 23rd.

VII. Adjournment

This is the final FGMEA Executive Board meeting of the 2007 – 2008 academic year.

With no further business, the meeting was adjourned at 6:05 p.m.

Respectfully submitted,
Rob Stansbery
FGMEA Secretary