

**Heritage Charter School  
Parent Advisory Board**

**November 13, 2008  
Held at Digital Academy**

**MINUTES**

The Parent Advisory Board meeting was called to order at 1:11 p.m. by Tammy Cummings. Note that there was no quorum at the meeting so these “Minutes” are merely an informal memorialization of the conversations that were had. These Minutes neither should be nor can be “approved” by the Board. However, the Board members who were present have generally agreed that these “Minutes” are accurate.

Those members in attendance were Jami Baar, Stephanie Boren, Tammy Cummings, and Kathryn Turner-Arsenault. A quorum was not present at any time. Also present at the meeting were Veronica Farran, Assistant Director of Heritage K-8 Charter School, Marna Farwell, a potential Digital liaison, and parent Lisa Simpson.

As there was no quorum, the agenda could not be approved.

As there was no quorum, the Minutes for the October 28, 2008, meeting could not be approved, and approval was postponed until the November 25, 2008, meeting.

Approval of Correspondence Prepared on Behalf of PAB:

There was no correspondence prepared on behalf of the PAB that needed to be approved.

Communication from Committee Chairs or Committee Members:

There were no communications from committee chairs or committee members.

Communication from school staff, parents, or the public via Board members:

Parent Christy Bartlett was on the agenda to discuss the Core Virtues program of past years but did not appear.

Tammy stated that some parents have expressed concern with the number of children on the playground at any one time, as well as the mixture of the ages of children. Parents at the meeting generally agreed that their younger children were being exposed to “older” information that they are not ready for. Veronica explained that, until we get more space on the playground next year, there isn’t a whole lot the school can do to minimize the number of children on the playground at the same time. In addition, she stated that the mixture of grades on the playground at any one time changes monthly because the grades are rotated between the two playgrounds so they get an opportunity to play both places. Veronica also stated that she has not noticed any problems with the age-mixing (*i.e.*, bullying) and the playground aides have not reported any such problems to her. She promised to keep a close eye on the situation.

Parent Lisa Simpson came to the meeting to discuss her concerns about the discovery of lice in the lower grades and middle school. She has contracted with a company for lice detection and prevention for her home and wanted to suggest the same as a cost-effective way to eliminate the problem at school, which is apparently ongoing because some parents are not taking the proper steps to rid their homes and children of lice.

Veronica stated that Mr. Filipovich is requesting an 88-key electronic piano keyboard. It costs \$400 but there is only \$500 in the PAB budget for music. Veronica will check with him to see if he wants to use that large portion on one item.

Jennifer Cooper says that Heritage's pianos are out-of-tune. She knows a parent who tunes pianos for a living.

Veronica stated that there is going to be a cell phone policy change. The school is having a big problem with the kids not following the current policy, which is that cell phones are only to be used in true emergencies. The new policy would be that only kids who walk home could have one and they would have to leave it at the office in the morning. If mis-used, the phones would stay in the office for a week and until parents pick them up. A cell phone out during a test has meant an automatic "F" and it will continue to mean that.

Veronica and Tammy stated that the school has opted to use their \$5,000+ from Corporate America to pay for the second set of textbooks that the middle schoolers require because they are abusing their lockers.

#### Recording of E-mail Votes Taken Since the Last Meeting in Minutes for this Meeting:

There were no e-mail votes taken since the last meeting.

#### Financial Report

There was no financial report because Andrea was not present.

#### Old and New Business

T-shirt fundraiser: The ASB is working on a t-shirt design contest. There will be a \$300 setup cost and the "kid" shirts will cost \$3.47 each and the "adult" shirts will cost \$3.79 each. A 300-shirt initial purchase order would cover our costs. It was generally agreed that leaving the year *off* the shirts is a good idea because then they won't go stale.

Providing insurance to vendors who don't provide their own: PAB's insurance policy does not permit us to use vendors without their own insurance.

Lifescan Requirement: Veronica Farran is waiting for a response from across the street about the Lifescan requirement Sheila Randle wants us to impose on Heritage's vendors.

Pending Motions to Amend By-Laws: We could not vote on the two pending motions to amend the by-laws because we did not have seven members present.

#### Digital Liaison Report

No new liaison for the 2008-2009 fiscal year has stepped forward as of yet. The By-Laws only permit one Digital liaison, and only if Digital has no voting members on the PAB. However, the PAB's meetings are open to all parents and any Digital parent may attend. If there is to be an official liaison, that will be decided by Director Jennifer Cooper and the Digital parents.

### Member Reports on Current Activities

Jami: With regard to the spring musical theater production, Jami believes that a royalty cost of \$1,000 to \$3000 is ridiculous. There are plays we could use that would have approximately a \$100 per performance royalty. Additional costs would be sets and costumes.

### Adjournment

The meeting could not be adjourned because there was no quorum; so everyone just left. The next meeting will be held on November 25, 2008, at 1:00 p.m. at Digital, Classroom A.

### Tabled Business:

The following items for discussion have been tabled by the members but are listed here in the event that a member wants to revisit an item at a later meeting. Some items were removed from this list during this meeting because they are moot for one reason or another.

- Reverse 911 system and emergency notification procedures
- Playground
- Elizabeth Lock's idea for a cookbook fundraiser

Respectfully submitted,

Kathryn Turner-Arsenault