

**STANLEY HUPFELD ACADEMY (SHA) at Western Village  
ADVISORY COUNCIL, MINUTES OF MEETING  
April 1, 2019**

**ATTENDEES**

Voting Members in attendance: Tobi Campbell, Keith Cassell, Anne Clouse, Eric Harmon, Stan Hupfeld, David Jackson, Pam Millington, Charles Peoples, Steve Petty, Mike Schwartz, John Vera, Rosalynn Wade

Voting Members absent: Ken Lawson

School Staff & Guests in attendance: Ruthie Rayner, Heather Meldrum

**MINUTES**

On a motion by Stan Hupfeld, seconded by Steve Petty, **Minutes of the February 4, 2019** Advisory Council meeting were unanimously approved as presented.

**DIRECTOR'S REPORT**

**Financial & Facility**

Income Statements, Treasurer's Statements and Purchase Order Summaries for the periods **ended January 31, 2019 and February 28, 2019** were reviewed and unanimously accepted as presented on a motion by David Jackson, seconded by Stan Hupfeld.

Anne Clouse reported an additional \$24,900 has been collected for SHA, from the 2017 INTEGRIS Foundation Golf Tournament. She also presented an overview of the successful 2019 INTEGRIS *You & I* employee giving campaign.

A **contract for Accounting services** for FY '20 with Oklahoma Consulting & Accounting Services (OCAS) was reviewed and unanimously approved on a motion by Keith Cassell, seconded by Stan Hupfeld.

A **proposal for new sound/lighting** in the performing arts center, submitted by Corey's Audio Visual, was discussed. The board unanimously voted, on a motion by Eric Harmon, seconded by Charles Peoples, to table the discussion until the June meeting, pending receipt of competitive bids and OKCPS approvals.

**Bylaws**

The original Bylaws of Western Village Academy Inc., were reviewed and proposed updates were unanimously accepted on a motion by Pam Millington, seconded by Stan Hupfeld.

A **Resolution to Update the directory of Board Members and Officers** was unanimously approved on a motion by Pam Millington, seconded by Mike Schwartz. Revisions include the appointment of Steve Petty as Chairman, and Ruthie Rayner as Secretary.

**PRINCIPAL'S REPORT**

Madeline Mahan was recognized for being named the 2019 DaVinci Institute Oklahoma A+ Teacher of the Year.

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**Principal's Report, continued**

Mrs. Rayner presented the Spring **2019 Parent Survey results**. The board discussed the need for additional parent education related to the mentoring program.

Mr. Hupfeld suggested that mentors send an introductory letter to parents when a mentor/mentee match is made. Charles Peoples suggested a parent survey to find out what parents think mentoring is, and whether they like it. Then educate them on how they can support it.

It was decided that an end-of-year letter will be sent to parents, informing them of the number of volunteer hours the mentor spent with their child this year, and encouraging parents to reach out to thank mentors (with mentor permission to share contact information).

**NEW BUSINESS**

The Hope Squad Suicide Prevention Presentation and Luncheon was discussed. This is a joint venture between INTEGRIS, Crossings and the Hope Squad movement, with plans to initially roll out in OKCPS and Edmond Public Schools.

Pam Millington reported that Crossings recently purchased and installed a *Little Library* for SHA. Students and the community can "take a book, leave a book." Crossings volunteers will maintain the library stock.

**ADJOURN**

There being no further business, the meeting was adjourned at 4:50 p.m.

**NEXT MEETING: June 3, 2019**

**Approved: \_\_\_\_\_ Ruthie Rayner, Secretary**