



# PARENTS ASSOCIATION

Welcoming Families. Building Community.

## **Parents Association Executive Committee Meeting**

**February 8, 2023**

### **Meeting Minutes**

#### **In Attendance**

Denise Prince, Chris Bolger, Claire Farver, Maria Lisette Romero, Laura Schifter, Blair Staunton, Johanna Howe, Margaret Pearson, Paula Hopkins, Julia Ghafouri, Betsy Fenzel, Jessica Taylor White, Jalene Spain Thomas

Denise Prince, Parents Association President, called the meeting to order at 8:19 am.

#### **Approval of January Minutes**

Julia Ghafouri moved to approve January minutes, Blair Staunton seconded the motion. The motion passed unanimously.

#### **Welcome and President's Report**

Denise Prince welcomed the group and reminded leaders of the mission of the Parents Association. She shared that last month's Zava Zone event was very successful. Students and parents enjoyed the event. This event was in place of the traditional outdoor ice skating event, which has proved difficult in recent years due to weather. An indoors, climate controlled venue worked well. Our communications to the community were successful, as both students and parents were aware of the event and attendance was high.

#### **Head of School Report**

Jalene Spain Thomas reports that she has nearly concluded a series of one-on-one meetings with the entire faculty and staff. She shared a word cloud that she has created with themes from these meetings. [the word cloud was displayed via projector].

Jalene also shared the new 2023-2024 Major Dates calendar and highlighted some changes:

- June 5 final day of school, one week earlier than prior years.

- Spring Break will fall from Friday March 22, 2024 with a return to school on Tuesday, April 2, 2024, as Easter Monday is on April 1, 2024.
- Parent Teacher Conference dates are included on the Major Dates Calendar this year.

#### Other Highlights:

- ITC is holding an open house this week. The ITC is in its 20th year, and remains prioritized for faculty and staff, but since 2018, has expanded to non faculty/staff children and continues to grow.
- Lower school - The Alvin Ailey performance and instructional experiences have returned after a pandemic hiatus.
- Middle school - Wolfpack cross grade level groupings?
- Athletics - The girls varsity basketball team is undefeated. The boys teams are still looking for a win in the basketball season.
- Outplacement: Jalene, Dan Spector and Amy Yount are in meetings with heads of schools to advocate for St. Patrick's grade eight students in the high school application process. She shared that most students and parents are in alignment with St. Patrick's outplacement recommendations for their particular students. This expresses how well we know our students and support them in finding their next school.

#### **Budget Review**

Treasurer Margaret Pearson presented the financial statements ending 1.31.23. She explained that the report shows our budgeted projections, our actual expenditures and the variance between that. She reviewed the revenue sources - and expenses. Margaret's assessment is that we are in good financial standing thus far.

There was a question about the book fair revenue drop. There were changes to the format of the fair, and additionally, the number of books that we received from Scholastic to sell was lower than in previous years.

The 2023-24 budget is typically set by the PA treasurer, president, and with staff support in the early fall. There is interest in setting the budget at the end of this fiscal year so that the PA begins the fall with a full year budget based on the previous year's outcomes. Margaret will be prepared to do this process with PA leaders at the May meeting.

#### **Faculty & Staff Appreciation Brainstorming**

What might the PA do this spring for faculty/staff appreciation? Chris and Denise shared that in the past, gifts have been varied, some highlights - LL Bean totes, mugs, umbrellas, pizza making kits, a successful happy hour event (the mobile Airstream trailer).

Denise asked the group to return to the March meeting with ideas and to consider if we should tie this gift to teacher appreciation week.

**Closing**

Denise proposed that the PA host the meet and greet event discussed at last month's meeting after next month's St. Patrick's Day Chapel. The group agreed that this would work well.

Claire Farver moved to adjourn the meeting, seconded by Julia Ghafouri. Denise Prince adjourned the meeting at 9:20 am.

Respectfully submitted,

Jessica Taylor White

Recording Secretary