



# PARENTS ASSOCIATION

Welcoming Families. Building Community.

## **Parents Association Executive Committee Meeting**

**March 8, 2023**

### **Meeting Minutes**

#### **In Attendance**

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

Denise Prince, Parents Association President, called the meeting to order at 8:18 am.

#### **Approval of February Minutes**

Maria Lisette Romero moved to approve February minutes, Johanna Howe seconded the motion. The motion passed unanimously.

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

Jalene Spain Thomas shared a presentation to accompany her report. Jalene was overjoyed this past week with her first spirit week and the auction, both of which were very successful.

#### **Highlights:**

- Girls varsity basketball won the championship
- Parent teacher conferences for all divisions will take place this week, on Thursday and Friday.
- The ITC is expected to be fully enrolled for the 2023 - 2024 school year.
- In the lower school, Grade 2 will be doing a reprise of their poetry and music performance. Due to pandemic related constraints, this group of students has not had a performance since they were in the Nursery School.
- In the Middle School, Ashley II, our canine service dog in training, has graduated. Her departure was bittersweet, but the Middle School students are also happy that St. Patrick's has welcomed a new service dog in training, Helen, a 5 ½ month old Labrador mix puppy.
- Grade 6 students are preparing for their first round of student-led Parent Teacher Conferences, which is a shift for the middle schoolers. Students are not a part of the conference process until Grade 6.

- St. Patrick's won the Horizons of Greater Washington Geobee. The team is composed of students in Grades 5 and 6. Notably, the St. Patrick's team was the only school team in the competition that had any girls on the team.
- The admissions office programming for accepted families is underway. Targeted outreach, open houses and receptions are occurring in the coming weeks. The deadline for enrollment contracts is March 17th.

### **President's Report**

Denise thanked Jalene for joining the meeting and recapped recent events and highlighted a series of upcoming Sustainability events:

- Speaker Ian Urbina on February 17. Turnout was high and the event was interesting and well received. Ian also spent time at the middle school sharing his work with students.
- Grades 4 and 5 sustainability committee students will sell baked goods at the Palisades Farmer's Market on March 5 and 12.
- Volunteers needed for Garden Beautification on March 19th.
- Earth Day Celebration on April 22nd from 11a-1p.

Denise shared with PA leaders that transparency for parents about St. Patrick's traditions and events is a goal she has for the PA. Examples she highlighted: The Cake Raffle - new parents don't know how the event works, what the routines are and the pitfalls (every student does not win), so they are prepared to manage student expectations. Chapel birthday week tradition - parents who do not attend chapel regularly might not know that during chapel on the week of their child's birthday, when the children are celebrated. They might want to attend chapel that week, but if they are unaware, it is a missed opportunity. She asked the group for thoughts and ideas on what the PA could do to get this sort of information to parents. Much of this information is parent-to-parent advice and tips on topics that would not typically come from the administration. Some proposed gathering all the information into a manual for new (and current) parents that could be distributed at the beginning of the year.

Denise shared that the application for 2023 - 2024 Wolfhound Reps, room parents, and open PA Executive Committee roles has been sent to the parent community. She asked PA leaders to spread the word and encourage parents to consider volunteering. There are four Parent's Association Executive Committee roles that will turn over next school year, as Diana Allen, Claire Farver, Johanna Howe, and Laura Schifter complete their terms. If current PA leaders intend to complete their term on the PA or transition to a different role, those leaders should reach out to Denise and Chris. Denise also reminded the PA that we will likely revisit the term limits discussion to codify the two year term limit + one year renewal that the group believes is best.

### **Development Team Updates**

Chris Bolger, Director of Alumni and Parent Programs, shared that the PA Executive Committee will be asked to review and select faculty and staff grant application winners at the May meeting,

and that there will be a PA Executive Committee appreciation event in May, hosted by Denise and Chris, with format and date TBD.

### **Faculty and Staff Appreciation Discussion**

Idea 1: Room service idea (Claire) - Like room service at a hotel, leave a card in every mailbox offering different services and each member of the FAS checks off an option. A few days later, after school, the FAS can pick up their “order.” Suggestions to include: wine and cheese platter, breakfast basket,

Idea 2: Mobile carwash comes to the school, teachers sign up for slots for their cars.

Idea 3: Trivia night - food, drinks, prizes, run the same way as auction trivia night, an evening 5:30-7:30, after school? The last trivia event for parents was well received.

Target date - end of April, Early May?

The second Faculty and Staff Appreciation potluck breakfast hosted by the PA is scheduled for Thursday, May 11.

### **Logowear Updates**

Chris previewed a draft of the new logowear website that will be launched in the near future. Once finalized, the website will be publicly navigable, for ease of sales for all St. Patrick’s community members. Johanna Howe, VP for Logowear, will work in conjunction with Chris on creating a monthly signup for logowear distribution volunteer shifts. Given the space constraints of the development office, the majority of merchandise is stored across the street, and not in the day school building. Volunteer support will allow parents to receive logowear purchases in a timely manner with parent volunteers sorting and distributing items to students. Logowear will also be sold at the upcoming St. Patrick’s Day chapel. There was a question raised about the day school logo and whether or not it is trademarked. Chris will research and report back to the group.

### **Officer Reports**

- Claire Farver, VP At Large, reminded the group of an upcoming speaker, Dr. Mary Alvord, who will give a talk about enhancing resilience in your child.
- Maria Lisette Romero, VP for Fundraising, proposed a new fundraiser idea. Mabel’s Labels partners with schools and organizations to sell personalized name tags and labels for clothing and gear. We will also likely be able to include the day school logo on the labels. The plan is to launch the label sale in the spring which will be enticing for summer camp use and again in the mid to late summer, for back to school labeling needs. Consensus among PA leaders is that this is an excellent fundraising idea.

### **Closing**

Denise thanked all in attendance and reminded the group of the Admissions Admitted Family reception taking place immediately after the meeting and the next PA meeting on Tuesday, April 6th.

Julia Ghafouri moved to adjourn the meeting, seconded by Claire Farver. Denise Prince adjourned the meeting at 9:10 am.

Respectfully submitted,

Jessica Taylor White

Recording Secretary