



PARENTS ASSOCIATION

Welcoming Families. Building Community.

Parents Association Executive Committee Meeting September 7, 2023 Meeting Minutes

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

In Attendance

Denise Prince, Heather Ricks, Paula Hopkins, Bridget Dadd, Jess Taylor White, Chris Bolger, Joan Carter, Vitasta Shah, Arianna Ugliano, Margaret Pearson, Betsy Fenzel, Adelaide Barrett, Kyle Tyson, Page DeZee, Blair Staunton, Laith Alnouri, Jalene Spain Thomas, Julia Ghafouri

Welcome & Introductions

Denise Prince, President, welcomed the group, discussed the mission and work of the Parents Association. She shared qualities of highly effective boards:

- Mission focused
- Advocates and representatives of the school
- Confidential
- Efficient and productive

that the PA can use to guide their work. Denise invited Executive Committee members to introduce themselves to the group.

Approval of Meeting Minutes

- Minutes from the May 2023 meeting were previously shared to the Executive Committee.
- Betsy Fenzel moved to approve the minutes as presented. Heather Ricks seconded the motion. The motion passed unanimously.

Head of School Report

Head of School Jalene Spain Thomas thanked PA volunteers for their service. Highlights and Updates:

- The chapel theme for the 2023 to 2024 school year is Hope.
- Jalene remains focused on self care for all members of the St. Patrick's community and requested that PA volunteers share with her if any "pockets of our community" are struggling.

- St. Patrick's athletes won the conference sportsmanship award for the 6th consecutive year. Cheers to Mr. Brophy for cultivating great team spirit.
- Faculty members are learning and implementing Positive Discipline practices, with support from the school counseling staff.
- AI as a supplemental tool is being explored by faculty and staff, as well as the possible risks and benefits.
- There is a safety and security plan in place that has been activated to keep the St. Patrick's community safe in light of local alerts and happenings. Some components of this plan include perimeter checks by police officers prior to carpool and at other times. Staff is also remaining vigilant during this time.

Advancement Office Introductions

- The Advancement Office staff joined the meeting to introduce themselves and share about their work and how the Advancement staff liaises with the PA.
- Advancement staff:
 - Adelaide Barrett, Interim Assistant Head of School for Advancement
 - Chris Bolger, Director of Constituent Relations
 - Kyle Tyson, Director of Annual Giving
 - Joan Carter, Director of Special Events
 - Vitasta Shah, Advancement Associate

Budget Approval

- Treasurer Margaret Pearson presented the proposed budget for the 2023-24 school year, based on past data, current trends and projections.
- Chris Bolger previewed the new logowear inventory tracking/web system.
- This budgeting process began last June, when PA members met to discuss the previous year's budget to inform this year's budgeting decisions.
- Jessica Taylor White moved to approve the proposed budget. Julia Ghafouri seconded the motion. The motion passed unanimously.

Faculty/Staff Holiday Gift Discussion

- Each year, the PA makes a \$500 donation to Horizons and the Hoops for Haiti committee on behalf of the faculty and staff as a holiday gift.
- The group discussed the purpose of this gift and the consensus is that the PA should select a tangible gift item that can be given to each faculty and staff member.
- PA members will all brainstorm and return to the October PA meeting with gift ideas to discuss as a group.

Committee Member Reports

- VP for Equity
 - Betsy Fenzel shared the Book of the Month communication plan. Additionally, last year's books of the month might be offered as a package for purchase.

- Based on some parent feedback, Betsy proposed that the PA and administration consider hosting more events that are not tied to fundraising solicitations and events that are not evening cocktail parties.
- Arianna Ugliano shared that many of the Sustainability Committee events would meet the needs of those seeking smaller events that are not connected with fundraising and do not include alcohol.

Upcoming Events

K-8 Opening Chapel and Volunteer Fair 9/8 @ 8:30am

Green & White Night 9/30 @ 6pm

Sustainability Cocktail Event 10/11 @ 5pm

Equity Speaker on Gender 10/17

Denise Prince adjourned the meeting at 9:15 am.