



Katherine Lucas, President, called the meeting to order at 8:22 a.m.

### **In Attendance**

Shannon McCarter, Kathleen Crawford, Elizabeth Engel, Hillary Chassin, Sam Mason, Chris Bolger, Peter Barrett, Karon Harden, Whitney Rosenthal, Kit Ballenger, Katherine Lucas, Kelley Rogge

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

Katherine applauded efforts made with Grandparents & Special Friends Visiting Day and Gifts for Good.

Katherine Lucas made a motion to approve the minutes from the November 6, 2018 meeting of the Parents Association Executive Committee.

**MOTION:** Motion to approve the November minutes.

**ACTION:** Motion approved.

Katherine made note of upcoming Parents Association events including:

- Faculty and Staff Appreciation Holiday Snacks on December 11, 2018 from 2:00 p.m. until 4:00 p.m.,
- Parents Council of Washington screening of *Beyond Measure* on January 15, 2019 at 9:30 a.m.
- Family Skating Night on January 25, 2019 from 6:00 p.m. until 8:00 p.m.

### **Head of School Report**

Peter Barrett's construction report detailed a final delay with the Kindergarten Playground. The plans detail a poured rubber surface flooring. The rubber flooring requires a specific ground temperature to hold for period of days. As these temperatures are not likely until March, temporary solutions are being considered and will be implemented as soon as possible. There is much happening with the Nursery School Playground, full use of the space is expected after the Christmas Holiday break.

An Admission Reception took place on Sunday night for applicants of color and was well attended with 18-20 guests. On January 12, 2019 the final Admission Parent Program will be held which includes teacher presentations.

Peter applauded the success of Gifts for Good. Feedback from the event included a suggested end time of 2:00 p.m. and a communication plan which includes alumni families.

### **Environmental Action Team**

Representatives from the Environmental Action Team, Sam Mason and Chris Bolger, reported that St. Patrick's is moving quickly with this sustainability program which is based in three sections; curricular integration, facilities, and professional development. The Team has been

hard at work revamping recycling systems, reinvigorating Earth Day, and composting in over 20 classrooms as well as 900 gallons a week in the dining rooms. The Team addressed the campus at large at the recent Professional Day. Additionally, students in Grades 6 through 8 are creating a student Environmental Action Team which Bridget Mack working closely recruiting MacArthur campus leaders.

In February, the Environmental Action Team will host a guest speaker from Greenwich Country Day School to discuss their program, including the fiscal merit to taking these environmental steps.

The Environmental Action Team will soon include bi-weekly updates in The Houndstruth for larger school community.

### **Assistant Treasurer Report**

Whitney Rosenthal reported that the current total for Greenery Sales is \$1,132.00. The suggestion was made to work within the framework of a committee for sales next year with the goal of reaching more families who may not be aware of this annual Parents Association tradition. Next year the Greenery Sales order form will include a dollar donation for families to donate to the wreaths for classrooms.

Bulb sales are very low; in fact, a minimum order fee was assessed this year. It might be time to reevaluate this tradition.

### **VP for Room Parents**

Elizabeth Engel reported that this year experienced a great turnout for Room Parent volunteers. New this year, Room Parents are using Google Docs rather than Shutterfly Share sites used in years past. As there are some issues with mobile accessibility to Google Docs, St. Patrick's will look into associated costs for acquiring a license for Sign Up Genius for future use.

### **VP for Faculty and Staff Recognition**

Katherine Lucas, reporting on behalf of Emily Lawrence, addressed the Parent Association's holiday donation in honor of the Faculty and Staff.

Katherine Lucas made a motion to donate \$500.00 to Horizons Greater Washington and \$500.00 to St. Etienne School as a holiday gift in honor of the Faculty and Staff of St. Patrick's Episcopal Day School.

**MOTION:** Motion to approve the gifts of \$500.00 to each charity.

**ACTION:** Motion approved.

The gifts will be communicated to the Faculty and Staff at the upcoming appreciation event.

Meeting adjourned at 9:32 a.m.

Respectfully Submitted,

Kelley Rogge  
Recording Secretary