



## PARENTS ASSOCIATION

Welcoming Families. Building Community.

Parents Association Executive Committee Meeting  
Tuesday, January 15, 2019  
**Meeting Minutes**

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

### **In Attendance**

Shannon Powell McCarter, Kelley Rogge, Elizabeth Engel, Katherine Lucas, Kit Ballenger, Mary Pat Weiss, Chris Bolger, Merel Young, Joneis F. Thomas, Peter Barrett, Jennifer Winthrop, Beth Clifton, Emily Lawrence, Kathleen Crawford, Karon Harden, Elaine del Cerro

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

Katherine Lucas made a motion to approve the minutes from the December 4, 2018 Meeting of the Parents Association Executive Committee.

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

**ACTION:** Motion approved.

Katherine made note of the following upcoming events:

- WLC: Your Middle School Reader- January 16, 8:15 a.m.
- Family Skating Night- January 25, 6:00-8:00 p.m.
- Faculty and Staff Appreciation Breakfast- February 1, 7:00 a.m.
- PA Executive Committee Meeting- February 5, 8:15 a.m.
- Auction Patron Party- February 7, 6:30 p.m.
- Environmental Action Team speaker, Laura di Bonaventura, Director of Sustainability at Greenwich Country Day School- February 8, 8:30 a.m.

Merel Young led a discussion on the PA's Auction donation. This year Merel will coordinate with the Auction team for the donation of the "You've Been Hounded" experience from the PA. The committee agreed that in future years, the PA will offer one for the Holiday Online and one for the Auction.

Merel also reported that Family Skating Night is next Friday and encouraged RSVPs via the link in HoundsTruth.

Katherine Lucas announced the formation of a new subcommittee on community engagement. The goal of this subcommittee is to bolster early engagement of new families with information such as an FAQ for the Auction, buddy-family support and more.

### **Auction Report**

Auction Co-chair Mary Pat Weiss reported that she and Co-chair Liz Levin are excited with the progress leading up to the March 2, 2019 Auction to Benefit the Financial Aid Program themed "Soar With Us." Areas needing further assistance include the LIVE category. Items in this category usually include VIP events, vacation homes, sporting events, and experiences not available for purchase. The decorating committee will also be enlisting volunteers in the days leading up to the event.

Mary Pat encouraged members to talk about the event to the community to gain excitement for some of the fabulous prizes, including a home in Umbria, Italy; a package in San Miguel, Mexico; and more.

The Holiday Online Auction reached its goal this year. Remaining tickets are available for the following Sign-up Parties (which are a significant Auction revenue source): Trivia Night, Football Party, and a Chinese New Year Party.

The prize deadline is February 6, 2019, and donation forms are available online at [stpats.com/auction](http://stpats.com/auction)

### **Book Fair Report**

Book Fair Co- chairs Jen Winthrop and Beth Clifton shared a report for the 2018 Book Fair:

Net Sales: \$5298.10  
Money Raised for PA: \$4,600 (approximate)  
Giving Tree Books: 358 total  
Students Donating Giving Tree Books: 272  
Parent Volunteers: 51  
Horizons Donation: \$1209

The Co-chairs instituted a handful of changes this year, which were all quite successful, including shifting the days of the week to Tuesday-Thursday, streamlining the online form for parents, and having both librarians present throughout the classroom visits. These were just some of the adjustments the Co-chairs made to the Book Fair model yielding very positive results.

### **Head of School Report**

Peter Barrett's Admissions Report included the Faculty Spotlight admission event that took place on Saturday, January 12, 2019. This event, in which Katherine Lucas and Elizabeth Engel were Parent Ambassadors, went very well and has received tremendous feedback. The Admissions deadline is this Friday, January 18, 2019.

The Construction Report detailed the much anticipated opening of the Kindergarten Playground as well as progress and partial opening of the Nursery School Playground. The size of the Nursery School Playground has inspired the possibility of use of the playground for slightly older students (Kindergarten and Grade 1) in ways respectful to the younger age of the Nursery School students. The Nursery School Playground will experience a slight delay in the placement of the rubberized surface on the tricycle path, as the material requires sustained warmer temperatures that are unlikely this winter. The next phase of construction is the Sports Court adjacent to the gym. Construction is scheduled to begin over Spring Break.

Meeting adjourned at 9:35 a.m.

Respectfully Submitted,

Kelley Rogge  
Recording Secretary