

RASKOB PARENT ASSOCIATION MEETING MINUTES

March 3, 2017

Holy Names University, California Room

Meeting called to order by Co-President Mark Headley at 8:30am

Attendees: Mark Headley (Co-President); Edee BenAri (Raskob Executive Director); Jessica Baiocchi (Raskob Director of Admissions); Christine Puccio (VP of Fundraising); Lisa Scheffer (Co-VP of Family Resources and Support); Colleen Broderick (Co-VP of Family Resources and Support); Medea Plum; Jill Gorman (Secretary)

Review and approval of minutes of February 3, 2017 meeting: Presented by Jill Gorman, Secretary *The motion was made by Jessica Baiocchi to approve the minutes as presented. The motion was seconded and unanimously accepted.*

Comments from the Raskob Administration: Presented by Jessica Baiocchi, Raskob Director of Admissions

- Discussion of a teacher coming as the guest speaker for each RPA meeting in 2017-2018
- Quarterly coffee to be moved to May 5th
- Spoke to a parent (interior designer) concerning teacher's lounge makeover project
- Discussion: Volunteer Options – Resource website for parents
- *Welcome Baskets for New Families – Purchase 2nd week of April, 25 families. Ideas for contents: Raskob t-shirt, handbook, coloring book, invitation to graduation, letters from students welcoming new families, book for new parents
- *May 1st Teacher Appreciation Week – Edee will email volunteer needs for the week

Fundraising Report: Presented by Christine Puccio, VP of Fundraising

- *Social on March 25th – Reviewed logistics of event, request for clean-up crew for Sunday in Thursday Notes
- Penny Plays – raised \$475
- Discussion: Plan a thank you for the students, message – giving, community, possibly last day of school. Discuss at next meeting.
- Discussion: Membership Value Adds for 2017-2018, providing explanation around member benefits – what membership dues fund
- *Fundraising options to reach families at a distance

Academic Life: Teacher appreciation breakfast on March 22nd planned with volunteers.

Family Resources and Supports: Presented by Lisa Scheffer and Colleen Broderick, co-VPs of Family Resources and Supports

- Discussion: Invite Tyler Sack as speaker
- *Informal gatherings by area during summer to welcome new families

Additional Business: All

- *RPA positions to fill – confirm list at next meeting
- *Proposal of moving meetings to 2nd Friday of each month - confirm at next meeting

Review of Action Items: Presented by Jill Gorman, Secretary

Meeting adjourned at 9:50am

Minutes prepared by Jill Gorman

**Designates action item stated within agenda notations*