

RASKOB PARENT ASSOCIATION MEETING MINUTES

May 4, 2017

Holy Names University, California Room

Meeting called to order by Co-Presidents Mark Headley & Phil Wright at 8:35am

Attendees: Mark Headley (Co-President); Phil Wright (Co-President); Edee BenAri (Raskob Executive Director); Jessica Baiocchi (Raskob Director of Admissions); Polly Mayer (Clinic Director); Christine Puccio (VP of Fundraising); Lisa Scheffer (Co-VP of Family Resources and Support); Colleen Broderick (Co-VP of Family Resources and Support); Karl Cole-Freeman (Treasurer); Kate Perry (Guest Speaker); Karen Bane; Duffy Newman; Karen Kelley; Christine Pehl; Amy Schoenblum; Jill Gorman (Secretary)

Introductions of attendees

Welcome and Presentation from Kate Perry, Ph.D., LEP

Discussed the goals and group process of Social Skills Group.

Announcements from RPA Co-Presidents: Presented by Phil Wright & Mark Headley

- *Fundraising "Thank You" letters to be mailed to contributors.
- *Send Doodle for feedback on de-brief meeting dates – Jill.
- Announced that RPA 2017-2018 Meetings will be held on 2nd Friday of the month – requested administration if meetings could be held in the Raskob Library.

Review and approval of minutes of April 14, 2017 meeting: Presented by Jill Gorman, Secretary *The motion was made by Mark Headley to approve the minutes as presented. The motion was seconded and unanimously accepted.*

Comments from the Raskob Administration: Edee Ben Ari, Raskob Executive Director and Jessica Baiocchi, Raskob Director of Admissions

- Thank you for Teacher/Staff Appreciation.
- Director's letter will be posted today or Monday.
- Review of CYO information.

Treasurer's Report: Presented by Karl Cole-Freeman

- Spring Social Fundraiser – posted \$14,100 in additional funds from Spring Social.

Fundraising Report: Presented by Christine Puccio, VP of Fundraising

- Christine to discuss with Vince the re-design of the website fundraising page.

- Discussed content of the 2017-2018 Membership letter – topics to include ask for annual donation, list of events, targets for fundraising for the year.
- June RPA Discussion – discuss cost per student, per teacher to determine annual fundraising request.
- *Ask administration what fundraising needs there may be for 2017-2018.

Academic Life: Margaret Gelini and Tiffin Groff, Co-VPs of Academic Life

- Preparing for Open House on May 18th

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

- Review of *Proposal for Raskob Parent Support Network* – focus to build community; set-up playdates/meetups; involve room parents in communications; welcome baskets.
- *Reach out to families for 2017-2018 topics at year-end events.
- Discussed scheduling Dyslexia Simulation in Fall 2017

Additional Business: All

- Positions needed for 2017-2018:
 - VP Communications
 - Treasurer
 - Co-VP Academic Life
- Next meeting June 4th at 8:30am

Review of Action Items: Presented by Jill Gorman, Secretary

Meeting adjourned at 10:10am

Minutes prepared by Jill Gorman

**Designates action item stated within agenda notations*