

## **Raskob Parent Association Meeting Minutes September 2, 2016**

**Meeting called to order by Co-Presidents Mark Headley and Phil Wright at 8:40am**

**Attendees:** Mark Headley (Co-President); Phil Wright (Co-President); Amy Wright (VP Communications); Margaret Gelini (Co-VP Academic Life); Tiffin Groff (Co-VP Academic Life); Christine Puccio (VP Fundraising); Edee BenAri (Raskob Executive Director); Jessica Baiocchi (Raskob Director of Admissions); Karen Kelly; Karl Cole-Friedman (Treasurer); Amy Schoenblum; Jill Gorman (Secretary)

### **Introduction of Attendees**

**Welcome and comments by RPA president: Presented by Mark Headley & Phil Wright, RPA co-Presidents**

**Review and approval of minutes of the last meeting: Presented by Jill Gorman, Secretary**

*The motion was made by Margaret Gelini to approve the minutes as presented.  
The motion was seconded and unanimously accepted.*

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

- Based on feedback received from the community, there will be 2 different dates for Back-to-School Night: September 8<sup>th</sup> for Elementary School and September 15<sup>th</sup> for Middle School.
- WASC will be visiting for a 1-day check-in in November.
- Student Council will start forming over the next 2 weeks.
- Technology support provided to teachers last year was great and very helpful to teachers.
- All students would have toured the new library by the end of today (9/2). The library looks wonderful and the students are really enjoying it.
- RPA storage cabinet has been designated in the school office. Spirit wear can be stored in the cabinet. \*Discussion on ordering spirit wear for purchase by staff and families – both t-shirts and hooded sweatshirts.
- Ms. Baiocchi is Red Cross certified and will be training the staff.  
\*Discussion of possible school program for 8<sup>th</sup> graders.
- Month of October: Sex Education for grades 5 – 8
- \*Teen Esteem Assembly: Send out survey of 3 proposed dates. Cost is \$750 for 45 minutes.
- \*Middle School Dance: October 28<sup>th</sup>, 5 – 7pm

**Recruiting & Volunteer Hours: Presented by Margaret Gelini and Tiffin Groff, Co-VPs Academic Life**

- Recruitment of volunteers has been going very well. \*Key positions still open are Room Parents, Social Event Support, and See's Candies Coordinator. Sign up sheets will be set up at Back-to School nights. Positions will also be listed in Thursday Notes.
- Book Fair, October 13-18. Laurel Bookstore is our event vendor. The Book Fair will be set up in the California Room. Becky and Carla are the coordinators. 18 volunteers have signed up. \*Looking at possibly having the fair open on Saturday from 9-12noon.
- Set with volunteers for the Science Fair.
- Working on adding volunteers for Teacher Appreciation in May.

**Fundraising: Presented by Christine Puccio, VP Fundraising**

- Approximately \$1000 in matching funds has been received so far this fiscal year. \*Looking for volunteers to assist with the matching program.
- Fall Social – \*Discussed auction item ideas for the event, ex: classroom art projects.

**Treasurer's Report: Presented by Karl Cole-Friedman, Treasurer**

- Approximately \$1,800.00 in Membership Dues has been received.

**Back to School Night on 9/8 (Elementary) & 9/15 (Middle School):**

- \*Volunteer Sheets for additional sign-ups to be displayed.
- \*Basket for RPA Dues.
- \*Easy to grab snacks.

**Family Resources and Support:**

- As discussed earlier with Ms. Ben Ari and Ms. Baiocchi, \*Teen Esteem Assembly: Send out survey of 3 proposed dates. Cost is \$750 for 45 minutes.
- \*First quarterly coffee in October – Colleen Broderick.

**Calendar of Events for 2016/17:**

Refer to notations of earlier discussion with co-VPs Academic Life.

**Other Issues:**

- \*Updating the website and incorporating videos.
- \*Beautification of playground area.
- \*Technology training for teachers.
- \*Additional supports for teachers.

**Closing Comments:**

- Reminder that Back to School Night is 9/8 and 9/15.
- Next RPA meeting is 10/7 – quarterly coffee.

**Meeting adjourned at 10:30am**  
Minutes prepared by Jill Gorman