

RPA Meeting Minutes  
Sun. Aug. 18th 2013  
9:30AM-1:15PM

Those present: Lisa Crawford, Marianne Mitosinka, Bridgett Rivezzo, Debbie Degenshein, Marjorie Stamper-Kurn, Jean Souza, Marta Senz, Zondra Howe, Lisa Harper

### **Short Term Objectives**

**New Parent Lunch and Welcome Tea:** Marianne to speak at both events. A brief explanation of the RPA will be given. At the Welcome Tea, sign up sheets for open RPA positions as well as room parent positions will be available. Parents will also be able to sign up for e-scripts. New Parent Lunch Aug. 20. Welcome Tea Aug. 21

**School BBQ:** Noel Hansen is in charge. Flyers with all the details will be handed out at the Welcome Tea. Details are also available in the weekly notes. BBQ Aug. 24.

**Back to School Night/Book Fair:** Marianne will briefly speak at the faculty and parent gathering. Room parents will introduce themselves and if there are still RPA positions to be filled sign up sheets will again be available.

A lengthy discussion took place re: the book fair. It was decided that the fair should take place later in the year, with November being that time frame. A coordinated effort with Laurel Books to provide an online purchasing component and possible Author book signing event was also discussed. The Book Fair is in need of someone to head this effort. Back to School Night Sept. 11.

**Spirit Wear:** There are still T-shirts available for purchase. Discussed ideas as to how to keep sales ongoing. Display a shirt in the school lobby as a visual reminder to the school community. Create an online store via sites such as Cafe Press or Zazzle Press with other merchandise to possibly be available. This too needs someone to be in charge of it. Once set up, not a big time commitment.

**VP of Academic Life:** This position is open. Bridgett and Marjorie will be in contact with Christine Helms and David Bond re: this position and the position of VP of Resources and Support to see what might be the best fit for all. Marjorie is available to assist in this position to help organize 1-2 events tied to an educational topic of interest to Raskob parents.

### **Long Term Objectives**

**Fundraising:** The areas of focus for fundraising are: dues, e-script, and soiree.

The membership forms have been revised with clearer language re: donations and dues. Forms will be handed out at the Welcome Tea. A goal of 100% participation from all Raskob families is set. This will be tracked and where we are in reaching this goal will be shared at specified times throughout the year as we continue fundraising efforts. A credit card option of donating is also being explored. Dues can be turned in at the front office.

E-script. This is an easy way to raise funds if parents sign up. There will be a push at the beginning of the year and also mid year. There will be a link to e-script in the weekly notes and on the school website.

Soiree. This event happens later in the school year. A committee will be formed to plan this event.

We will continue to do See's Candy and Box Tops. They are established fundraisers and we are grateful to Dayna Broussard for keeping them going.

**Monthly Coffee:** These coffees will now be held quarterly and feature a guest speaker. Possible speakers being Edee or Polly. It was suggested to look into HNU providing the coffee for these events.

**Parent Education:** This falls within the VP of Family Resources and Support. 1 person needed to head this. Marjorie Stamper-Kern to assist here. 1 to 2 good speakers a year, 1 being an author coordinated with the book fair. An idea of partnering with another school community to reach a bigger audience was also presented.

**Technology Committee:** Not needing more members at this time. Submitted grant in July for 25K to Raskob Foundation for Catholic Activities. Will hear sometime in the fall if granted. The committee will continue to work with HNU's Office of Advancement to identify grant opportunities.

Google Docs will be the core delivery system for the school. How it is used, faculty involvement, privacy issues, etc. are ongoing work in progress areas with Edee. Looking to set a re-group meeting with Edee.

**Building and Grounds Committee:** More members are needed to assist Marianne. Landscape plans have been drawn which meet HNU requirements. Soil remediation and irrigation will hopefully be approved and provided by HNU. Safety fencing along the steep drop off by the middle school math class is also recommended.

**Library Committee:** This committee would help make this space a working library where books are organized, and able to be checked out. Explore the resources through the HNU library and the San Jose State Library intern program.

**Annual Fund:** The RPA to provide support to Edee and Jessica in terms of helping to write a letter, making follow up phone calls, contacting alumni, emphasize matching funds.

**Budget:** Anne Schreiner is the treasurer for this school year. She has met with John Aronis and Mio. A RPA budget will be presented at the October RPA meeting.

**Misc:** There was a discussion about the RPA's role in helping to meet the nuts and bolts needs of the school along with meeting the social and emotional needs of the school community. From that conversation a few new areas of interest have been identified.

- \* A social potluck group

- \* Raskob Cares Committee. This group would organize and implement a way for the Raskob community to assist families that are going through difficult times. Provide meals, carpool assist, playdates, etc.

- \* Google group moderator. This person would moderate an online google group where parents could ask questions, share resources and recommendations.