

Minutes of MPA PA Board Meeting – December 6, 2018 - Meeting commenced at 8:05 am

In attendance Kim Jakway, Seema Anwar, Meredith Forgosh, Russ Purdy, Sue Knapp and Tara Lafferty

1. Approved November meeting minutes.
2. Regarding the Lower School (LS) chair position on the MPA PA Board, the Board decided that it would follow MPA PA procedure, given that there are multiple interested individuals, it decided that a meeting should be held with the interested parties. Kim and Seema will meet with the interested individuals within the next week to inform these individuals that in lieu of a LS chair this academic year, the remaining lower school activities for this academic year, will be divided between and among the interested individuals.
3. Barry was not present, thus there will be a Board meeting held on Thursday, 12/13/18, to discuss the budget.
4. Sue will get the PA insurance in place this week. The Board decided that there is no need to see the School's umbrella policy since the Board is acquiring its own D&O policy.
5. Sue will post the dates of the remaining parent education events for this academic year, under the glass PA board in the hall and on the Cafeteria bulletin board.
6. Gift wrapping Dec. 10th and 11th will take place in the Porter Conference Room. There was a drop in the overall number of volunteers that signed up this year. Hot coco will also be provided to the teachers.
7. Middle School Café update – Sue is working on décor. For food, Tara is looking into getting NYC pretzels, creating a cereal bar and 'Milams' candy bar as well as nacho and popcorn machines.
8. Book Festival has a lot of good ideas coming together.
9. Upper School staff appreciation dinner (12/6) will be pizza from Pizza Lucia. Kim will provide drinks. Sage was making Creme Brule. Tara will provide candy and decorations and Tara and Seema will help serve.
10. White-out dance – will be updated at next meeting. Valentines party will be updated after the meeting referred to in section 2 above.
11. The microfunding sub-committee updated the Board on the modifications that will be made to the microfunding application pursuant to its meeting held on 12/5. Application

changes include: asking about i) previous requests, ii) is a grant possible and iii) how many individuals does the request benefit or can it be reused in subsequent years.

12. For staff appreciation in February, Tara is thinking of making a mobile snack and drink cart and bringing it around to the teachers in their classrooms.
13. Dec 17-19 there will be the making of ginger bread houses in the Maker Space. Tara will get the candies and Sage will provide the graham crackers and the icing.
14. The Upper School 'thank you' for recommendation letters due with the November 1, college applications was well received. Will try to do it again for the January 15 college application deadline.
15. Sports Swap did not do as well this year as it had done last year. May not do it again next year. May consider a costume swap next year.
16. There were no gifts to be wrapped at the gift-wrapping event on 11/30 but all who showed up helped with the Cafeteria holiday decorating.
17. Board members to call new families after the holidays and ask 'how they are doing?' and what if anything they can assist with.
18. ***Kuddos to Sue for the FABULOUS job she did with the cafeteria holiday decorations! It looks festive and wonderful!***

Meeting was adjourned at 9:30