

Quest PSA Meeting Minutes

September 11, 2018

Present: Roxana Naughton, Karine Fiore, Dionne Penager, Christy Magerkurth, Ninita Choksey, Sapna Garg, Miel Johnson, Anne Sebastian, Grishma Shah, Kimberly Thompson, Rachel Zahn, Batool Zaidi, Claudia Asilani, Mica Catalleto, Cathy, Stephanie Suntay, Sophie Ma, Randa Clark, Karen Dickenson, Betty Jang, Helen Lowdowsky

Meeting called to order: 7:04pm

Introductions

All members present introduced themselves. The Board was very excited to have so many members present or on the telephone for the meeting. A welcome and invitation for the members to continue to attend as much as possible was given by Roxy.

Secretary Report

All present voted to approve the minutes of the last meeting.

Treasurer Report

A brief overview of the budget and fundraisers was provided. In-kind donations are always welcome.

Event Updates

The Back to school events went well. There was too much food for the first day of school event but it was beautifully displayed and the team received positive feedback on the healthier options provided. It was noted that a different table arrangement for the Buddy Family meet-up might relieve congestion by the food. The team will note lessons learned for next year for both events.

Meet the Teacher Nights

The PSA portion of the event (food and drinks) went well and the teams will document lessons learned for next year.

Feedback was also offered to the Administration on the rest of the event, particularly around the Lower School evening.

- Communicate the speed dating format ahead of time so parents know what to expect
- Send out schedules ahead of time for those not arriving on time and/or needing to attend for multiple children
- Add a free session at the end for those needing to visit multiple homerooms
- Consider splitting K-2 and 3-5 to different nights or stagger the start times to allow families with multiple students to attend grade level sessions with all teachers

- Consider offering childcare so that both parents can attend

Feedback on the Middle School evening was that it was well structured and stayed on time.

Book Fair

Quest has traditionally done a book fair at Barnes and Nobles in Deer Park. This will be done again this year on December 5th and is our biggest fundraiser.

The Board is considering whether to add an in-house mini-book fair through Andersons' Bookstore. Many meeting attendees shared thoughts and experiences from other schools. Comments included:

- An in-house book fair would have to take place in the middle school commons given the constant use of the gym space for PE and drama throughout the year. This limits the number of books that can physically be included.
- Only Anderson's is being considered for the in-house vendor in order to develop the relationship and continue to have author visits and other programming for the students.
- Having the books physically present is preferred over an online book fair as students and parents are more likely to purchase items they can see.
- It would be ideal to have the book fair over multiple days so that students can develop wish lists and parents can shop. Ideally the book fair would be coordinated with a concert, conferences or other reason for parents to be in the school.
- Numerous volunteers would be required and may pose a challenge to obtain, especially for the evenings and conference days.
- It was suggested that perhaps the book fair could be held in the spring around spring conference (March 21/22).

Further discussion was tabled in order to obtain more information on virtual options and logistics.

The Board voted unanimously to create a new Board position to oversee spirit wear sales and delivery. This will help ensure timely and consistent spirit wear ordering and distribution.

A room parent/volunteer coordinator is still being sought.

A PSA representative to assist with the Picnic is requested. Kim Thompson volunteered.

The auction is using a different format this year to distribute efforts among many committees rather than a single set of chairs. Karen will be sending out additional information regarding the formal and the first volunteer information meeting soon. It was suggested that she consider doing a QUESTions video on the new format as well. The Auction will be March 9th.

A member presented on environmental programs she is discussing and spearheading within the school. Although she does not need PSA financial or volunteer support at the moment, she wanted to ensure the community was aware of the programs. The goal is to ensure our community, students and school are stewards of the environment.

The Staff Appreciation committee will be conducting activities throughout the year to show our appreciation for the teachers and staff of Quest. Anyone interested in assisting should contact Christy Magerkurth.

Meeting times

A poll was conducted to determine the best evening to hold meeting to ensure that Mrs. Negus can attend. Mondays were selected. The next evening meeting will be on November 12.

Other Administrative Updates

No other updates at this time.

Adjournment

The meeting adjourned at 8:36pm.