

Quest PSA Meeting Minutes

October 9, 2018

Present: Roxana Naughton, Karine Fiore, Dionne Penager, Ninita Choksey, Sapna Garg, Anne Sebastian, Grishma Shah, Kimberly Thompson, Rachel Zahn, Batool Zaidi, Stephanie Suntay, Karen Dickenson, Jackie Negus, Amanda Davey, Sharon Rockhill

Meeting called to order: 8:31am

Welcome and Introductions

All members present felt introductions were not necessary since we have gotten to know each other now. Roxana noted better attendance at the previous evening meeting so we will continue to alternate morning and evening PSA meetings.

Secretary Report

Members present did not have a chance to review minutes from the last meeting so we did not vote to approve the minutes today.

Treasurer Report

Dionne checked and there were no updates to report. Turn in your receipts. Roxana mentioned that donations are appreciated but not expected as PSA does have an allotted budget to cover our events.

Past Events Report

-New Family/Buddy Day team (Sapna, Anne, Kim) completed notes for lessons learned and will add to event binder. Requested that an electronic version be available for members to type report (rather than handwritten notes) so Roxana agreed to work on this.

-Storytelling Night was a great event for families and everyone enjoyed the stories told by the teachers as well as snacks that PSA provided. Fewer people came to the event than RSVP's received so there were extra snacks leftover. It also got unexpectedly cold that evening so that may have played a factor.

—>Consider starting earlier (5 or 6pm?) to avoid getting dark early and encourage better attendance for families with younger kids—glow bracelets may be a good idea

—>Be more specific about bringing chairs, blankets, dinner, etc

—>Provide non-perishable snacks that can be used for future events

-Room Parent Coordination had good lower school participation but not as many for middle school. The meeting was well-organized and provided helpful information. Several parents had volunteered as room parent before.

-Volunteer Chair is Batool and she will be the point of contact if you need to request volunteers for an event. Please provide specific details such as the time requirements, at school vs home, etc.

-4K Run went very well with increased attendance and more sponsorship. Two awards will be presented at the Character Ed pageant on October 15th for the top student fundraiser for lower and middle school. Quest Picnic that afternoon was also successful and had a great variety of entertainment, which was fun for kids of all ages. Some families left after the 4K because there was an hour gap between the two events.

—>Suggest starting the 4K an hour or two later so we can go straight to the picnic afterwards

-Spirit Wear is now handled by Randa and they received 37 orders on storytelling night.

-Teacher Appreciation team (Christy, Kim, Rachel, Betty) have started planning ideas for May and will try to do something special throughout the school year. Teachers were sent cookies and a Sharpie already.

**Please remember to complete notes for lessons learned after your event and place in binder.

Mini Book Fair

The big Quest Book Fair will be held on December 5th at Barnes & Noble.

The Board would like to vote on whether to add an in-house mini book fair through Andersons' Bookstore. Roxana and Karen checked the Quest calendar and it was determined that April 9th-10th would be the tentative dates for this event, with set-up scheduled for April 8th. It would take place in the middle school commons area. It is required (per by-laws) that 1 PSA officer must be present at all times. Additional volunteers will be needed as well. Members voted and there was a majority rule in favor of the mini book fair. Karine and Roxana will be the chairs for this event.

Please Post Reviews on Niche

Board of Trustees member Matt Hernacki is in charge of marketing and has requested we help increase Quest's online presence. Please write a review at niche.com, Great Schools, or Facebook.

Auction Coffee

Karen will hold a volunteer meeting at 8am on Thursday, October 18th in the Library/makerspace room. She will discuss auction planning. Due to increased time constraints, there will not be a kid's project displayed at the table. Batool will send a list of volunteers to Karen.

Project Green

This initiative was tabled for now since the member was not present at this meeting.

Pumpkin Fest

One PSA member unexpectedly stepped down from this event so we are looking for other members to help. Currently Ninita and Grishma are organizing this event. Roxana and Sapna agreed to help search Halloween bins from last year and offered assistance during the week of Pumpkin Fest. Pumpkin Fest is on Friday, October 26th and Evites were already sent.

The next PSA meeting will be on Monday, November 12th at 7pm.

Other Administrative Updates

Mrs. Negus introduced a new concept that Quest is considering to offer: an interactive children's museum. It would involve allowing Quest students as well as kids in the community to go on a "quest" and visit various places in the world. She is searching for an organization to sponsor this museum since Quest is non-profit and cannot charge an admission fee. Currently the closest children's museum is Kohl's in Glenview. The Board of Trustees and the Village of Palatine (including the Mayor) are fully supporting this idea. Plan would be to rent space near the Otter classroom and PSA volunteers would be involved to staff the museum. With the help of Mr. Mann (lower school art teacher) and Ms. Davey, she is excited about this possibility and will share additional details as they become available.

Adjournment

The meeting adjourned at 9:19am.