

NSPA MEETING MINUTES, 10/22/08

1. Call to Order: NSPA President Tom Grumbly called the meeting to order at 7:05 p.m. He distributed the meeting agenda previously sent via email (copy below).

Other Board Attendees: Joanne Cole, Melissa Dana, Clare Dean, Ross Gorte, Donna Kraemer, Maril Levy, Caitlin Lhommedieu, Brenda Mutchler, Patti Oehmke, Betsy Sue Scott and Nancy Vibert

Board Members Absent: Kathy Ginsberg and Mike McGurrin

Other Attendee(s): Lisa Doyle

2. Approval of the September Meeting Minutes: The September Meeting minutes were approved. Secretary Betsy Sue Scott will forward a copy to Webmaster Mike McGurrin for posting on the NSPA website. The Secretary requested that the President forward an electronic copy of the June approved minutes so that the Webmaster could post those also on the NSPA website and the President noted that those minutes were available only in hard-copy. Discussion followed on how to forward them to the Webmaster.

3. Treasurer's Report: Treasurer Ross Gorte and Assistant Treasurer Patti Oehmke distributed a Balance Sheet as of October 22, 2008, noting that the Vanguard account had decreased in value from \$98,265.92 to \$69,000. They reported that the administrator of the Vanguard account, Kamal Khana, father of a 1999 graduate of the New School, agreed to meet with the Board. The President and Treasurer will arrange to meet with him and notify the Board should any other member wish to meet with him. The Treasurer and Assistant Treasurer also distributed a Profit and Loss Budget Overview. The Board considered proposed expenses for the Rudolph Run in December and the 20th Anniversary Gala in the Spring. The two officers also distributed a list of the current NSPA membership. To date, 43 families have paid for membership with 95 families unpaid. The Treasurer noted that he had several checks yet to deposit with those families not recorded as members to date. After discussion, the Board approved the Treasurer's Report.

4. Old Business: Event Updates – The President opened a discussion of upcoming events.

a. 20th Anniversary Celebration – Vice President Nancy Vibert explained that she looked at several options with the President and parent Kathy Welty, who is a professional event planner. The Vice President distributed a summary of the estimated costs for the 20th Anniversary Celebration under three options. They are a dinner at the School on Saturday, April 25, 2009, or a buffet brunch on Sunday, April 26, 2009, at either the 2941 Restaurant or the Sheraton Premiere in Tyson's Corner. The Vice President also distributed a sample menu and timed presentation for the Sheraton

Premiere, with estimated costs. The Vice President, Ms. Welty and Elementary School Rep Kathy Ginsberg will do a food tasting on October 30th at the Sheraton Premiere. There is a tentative hold there for a date and time for the Celebration. The budget has \$6,600 for the event. The President suggested using the Long-term Fund at Vanguard as a source of funds and the Secretary noted that that fund had been established for non-operational purposes, including the purchase of the School should John Potter decide to sell it. The Treasurer said that he has only seen a draft mission statement for the Fund and would inquire into the situation. The Board approved a Brunch on April 26th at the Sheraton Premiere to be funded from the operating budget and by ticket sales and donations and, if additional funding is needed, the Board will discuss how to proceed. The Board agreed to pay for the staff (and each one's guest) to attend the anniversary brunch in lieu of the annual faculty appreciation luncheon in April. It was noted that John Potter may hold some event for the students at School on Friday, April 24th.

b. Halloween Party – Junior High School Rep Melissa Dana volunteered to organize the School's Hallowe'en Party and the Vice President offered to help. The schedule will be a pizza lunch at 12:15pm with the party winding down by 3pm. There is likely to be an earlier dismissal that day. A request was made for pumpkin carving tools and decorations.

c. November 14 Event – NCISR – It was reported that John Potter anticipates attendance of 100 at School for the November 14 conference of NCISR, the National Center for Independent School Renewal. The organization will charge fees for attendees and the fees will cover all expenses for the Conference, including lunch. John Potter will pay the School's expenses. The Assistant Treasurer will check on prices for breakfast, coffee breaks and lunches. No school will be in session on that day.

d. Rudolph Run Race – Race Chair Lisa Doyle reported on the preparation for the December 6th 10K running event, which will be the 22nd annual race. She is waiting for approval by the City of Fairfax Parks and Recreation Department of the new 5K run. It was noted that Juana may set up an after-school club for lower school students to practice for the 5K if it is approved. The 5K would replace the 1K family run. The Race Chair related that most Race Chair positions have been filled although the Donations/Prize Chair remains open. She hoped the number of donations will be sufficient to keep the costs down. She looked at ideas for making money, including selling a Race poster and Race photos. The Board discussed the *pros* and *cons* of sponsorships. The Race Chair outlined the Race flyer and noted that it is already on the NSPA website. She also reported that registration for the race is not yet open and that Bob Platt of Race Packet is again the race manager. She asked for volunteers for both Race Day and the day before. She explained that student volunteers receive a race t-shirt and Alumni Rep Joanne Cole explained that these t-shirts were a highlight for students when she attended the School.

e. Scholarship Process Update - The Scholarship Committee outlined to the Board proposed guidelines for awarding scholarships and the Board approved them. The Committee advised that it had a recommendation for the Executive Committee,

comprised of the four Board officers, on the one scholarship application submitted to the NSPA to date. The Committee and Executive Committee agreed to meet separately after the evening's NSPA meeting to consider this recommendation.

5. New Business:

a. Parents Council of Washington – The Race Chair, who is also the School's representative to the Parents Council of Washington, informed the Board that the PCW had circulated information about Common Sense Media programs for schools. She will look into the program and report back to the Board. The Secretary, who is a member of the PCW's Board of Directors, reported that there will be a PCW Roundtable on November 12th open to the School's PCW two representative, the other being Lyn Goodman, a new parent PCW.

b. Faculty Q&As: The Faculty Q&As will be held on Wednesday, November 19th, at 7pm. It will take place immediately after the next NSPA meeting, which will last only one-half hour to allow for the event. It was noted that, last year, more faculty attended than parents, which disappointed the faculty. The Vice President urged the Board to attend and to prepare questions for the faculty and said that she would publicize the event via direct email to all parents and guardians. The Assistant Treasurer will have NSPA Membership forms available to hand out to parents attending the program.

6. Open Discussion on Parent/Teacher Communication: The President asked for suggestions on how to improve the parent-teacher conversation at the New School. Volunteer Coordinator Clare Dean noted that few people knew about the new website chat room. She suggested three topics of interest to parents: carpooling, general topics and volunteer opportunities. It was viewed that John Potter should be asked to send out an email to parents and guardians about the NSPA website blog.

7. Next Meeting: The next meeting of the Board will take place at 6:30 p.m. on November 19th before the Faculty Q and A and will end at 7 pm.

8. Adjournment: The President adjourned the Board meeting at 8:50 p.m.

Minutes prepared by Betsy Sue Scott, Board Secretary

Agenda
New School Parents Association
October 22, 2008
7:00PM

1. Review and Approval of Minutes
2. Discussion and Approval of 20th Anniversary Celebration Plan.
3. Other Event Planning
 - a. Halloween Party
 - b. November 14 NCSR Event

- c. Rudolph Run
- 4. Scholarship Committee Report
- 5. Parent/Faculty Q&A Session
- 6. Treasurer's Report
- 7. New Business

OPEN DISCUSSION OF PARENT QUESTIONS AND CONCERNS