

Harford Day School Parent Association (HDSPA)

“Partners in Excellence”

Regular Meeting – *Meeting Minutes*

Date:	Thursday, April 20, 2017		
Time:	Scheduled 8:05 am EST Meeting called to order 8:06 AM Meeting adjourned 8:45 AM		
Location:	Harford Day School – Library		
Minutes Recorder:	Alana McDonald		
2016-2017 PA Officers:	President Jay Jacuzzi Treasurer Greg Jastrab Vice President Stephanie Hallock Secretary Alana McDonald		
Meeting Attendees:	See sign-in sheet; total of 23 attendees (inclusive of HDSPA board members)		
AIMS PA Mission Statement: To be successful, every independent school needs the cooperation of its parents, who must understand and embrace the school's mission, share its core values, and fully support its curriculum, faculty and staff. When joined by a common set of beliefs and purposes, the independent school and its parents form a powerful team with far-reaching positive effects on children and the entire school community.			

HDSPA Class Representatives – List and Attendance

CLASS	REPRESENTATIVE	REPRESENTATIVE
K-Prep	<i>Open position</i>	-
Kindergarten	Kimberly Nygard	✓
1st grade	Greg Jastrab	✓
2nd grade	Michael Faby	✓
3rd grade	Jessica Hensley	✓
4th grade	Caroline Benfield	✓
5th grade	Mary Fitzpatrick	✓
6th grade	Bob Fritz	✓
7th grade	Holly Plescia	✓
8th grade	Janice Kurzmann	✓

GENERAL — Stephanie Hallock

- The Vice President called the meeting to order; all officers were present except for Jay Jacuzzi, President.
- Roll call of HDSPA Class Representatives was completed.
- Motion was made to approve the minutes (without reading) from the March 23, 2017 HDSPA Regular Meeting. The motion was seconded and the minutes were approved without changes or addendums.

HDSPA SPEAKER SERIES —

William Matsuzaki, Upper School Head

LaFreda Smith, Mathematics Department Chair and Diversity Coordinator

- A wonderful and informative presentation was given highlighting the HDS Diversity Committee in-house professional development workshops in, “Diversity and Cultural Competency” — several workshops have been held including:
 - Multicultural Self Activity
 - Stereotyping Activity
 - Character Traits
 - Eight Cultural/Social Identifiers
 - Explicit, Implicit and Null Curricula

- Unconscious Bias and the Implicit Association Test
- Microaggressions
- Feel free to contact Dr. Matsuzaki or Ms. Smith for additional information on the HDS Diversity Committee.

TREASURER'S REPORT — Greg Jastrab

- Report was reviewed detailing receipts, disbursements and current balance including the receipts from the recent Bertucci's Restaurant Night.

ADVANCEMENT UPDATE — Donna Decker

- We are working on getting all notes signed (by the class reps) and sent to families that have not yet made a contribution to the Annual Fund this year. For those notes that were signed earlier and have already been sent out, the office has been getting gifts in and an update on where we are with the parent participation percentages will be provided next week.
- We have had a wonderful year with fund raising! HDS had submitted a grant to a local, Bel Air foundation and last week HDS received word that we are the recipients of the grant! And on Wednesday the school received a *very nice* annual fund gift of \$10,000! So we are doing well, but what we really, really still need to do is get the word out on how the participation rates in the classes are very important – we really need to get those up to a minimum of 70%.
- If you made a leadership gift of \$500 or more to the Annual Fund, you received an invitation to a party that is going to be hosted by our board member, Dr. Milak. If you have that invitation at home and you have not yet RSVP'd, please respond to let Donna know if you are going to attend. It's going to be a lovely party and we are looking forward to it!

ADMISSIONS NEWS — Diane Russell

- The Admissions department has been extremely busy and things are looking good. There is one upcoming event that was in the Wednesday Bulletin, the Harford County first annual Youth and Family Resource Festival on Saturday, April 22nd from 9am to 3pm at the APGFCU Arena at Harford Community College. If you will be there with your family, please stop by the HDS table to say hello!
- HDS was at the Manor Races last week so we have really been getting a lot of exposure and we continue to have a lot of inquiries. Your referrals are very much appreciated and please see Diane if you have any personal referrals.
 - *Comment* – to the extent that you can use/take the statistics of the 8th grade class and their high school acceptances and scholarship money, it is a plus! It is so encouraging to see how much the high schools want HDS students.

Yes, HDS has and maintains all of that information and certainly uses it where and when appropriate.

ONGOING BUSINESS — Fun Events and Committees

26th Annual Golf Tournament — HDS Advancement Office, Eric Wilkes and Greg Jastrab, Co-Chairs
Monday, 5/22/2017 — Maryland Golf and Country Clubs
Registration 10 AM; Lunch 11 AM; Opening Ceremony and Shotgun Start 12PM; Open Bar, Auction, Dinner and Awards 5 PM

- We would love more participants and more foursomes! When you look at the agenda and consider not just the golf tournament itself ... but, the lunch, dinner, and open bar ... it's really a good value!
- If you know of anyone who is an avid golfer, the course is the 2nd hardest course in Maryland so golfers can really challenge themselves! It's kind of a special thing to be able to play the 2nd hardest course in Maryland. The other great part is that you are playing as a team, so if you don't do well, you can blame it on your team mates ☺.

- Spots are still available! If anyone knows of people who are trying to arrange a foursome, please let the committee know and they can help.

Restaurant Night (RN) — Stephanie Hallock, Chair

- **April RN**—Noodles and Co. on April 24, 2017 from 5:00 pm to 8:00 pm. They will give us 25% of sales – we had to make a commitment of 150 people participating, so please get the word out! The flyer was in last week's Wednesday Bulletin, but you can also tell them at the register that you are with HDS.
- **May RN**—Greene Turtle on May 16, 2017 and is ALL DAY (only 20%, but a much longer time frame for meal purchases from open to close). Forthcoming flyer will have all of the details.

Box Tops — Ruby Gold (not present)

- The last Box Tops contest is ongoing. All box tops must be submitted by May 12, 2017. The winning grade will get a pizza party with cookies, so get your box tops turned in!

Spring Book Fair — Jay Jacuzzi, Chair (not present)

- The expectation is that there will be a two-week on-line book fair in mid-May. Jay is awaiting publication of the summer reading list so as to ensure those books will be included in the fair. Once all details are known, the information will be in the Wednesday Bulletin.

Teacher Appreciation Day — Tuesday, May 09, 2017; Patti Wade, Chair

- For Teacher Appreciation Day, we have talked about providing lunch for the teachers and staff. The teachers and staff will be able to order their lunch from Baldwin Meals. Those plans with Baldwin Meals should be confirmed within the next week or two.
- Also looking at the budget for some other small gift(s) as a thank you.
- Are any volunteers needed? Not yet sure, if yes, Patti will reach out via email.

Grandparents Day — Friday, May 12, 2017 9 am – Noon (an early dismissal day); Patti Wade and Jennifer Nesaw, Co-Chairs

- The committee has met and received all of the needed information from last year's organizers. A second meeting will take place to confirm all plans and to look at florists, bakers, etc. to see what will be the best options and fit within the budget.
- One additional thing that needs to be done this week or next is to send out a Constant Contact (as was done last year) for needed volunteer positions throughout the day.
- It was suggested at previous meetings that we try and coordinate a "restaurant night" with Grandparent's Day since so many families go out to eat following the noon dismissal, but it isn't going to work since most of the restaurants do not offer a Friday for fundraisers and we already had the Green Turtle commitment for May since the fall. Certainly an idea that can be explored for next year.
- The invitations have already gone out to the grandparents, so if you or your child has a special friend or other relative that you would like invited to Grandparent's Day, please email Carla and they will be happy to send out an invitation.

ALL OTHER BUSINESS / IDEAS / FEEDBACK

(feedback or ideas related to items already on the agenda, can be found within the respective sections of these minutes)

- Is there a list of Harford Day families that have local businesses? It would be nice to know so if you are looking for a particular store or service (for example, a florist), you could go to the list and give the HDS family the business.
 - HDS has had a list in previous years included in the back of the HDS Directory. The list was set up under topics or services, but it was not done in the current directory. Perhaps we could look at

putting something on the website. Patti Wade would be happy to volunteer to gather the information and this could be worked on over the summer.

- Have discussions taken place regarding the next HDS PA meeting and the need for PA officer nominations?
 - Yes. The May meeting will be a great meeting! We will have a thank you breakfast for all of the reps (the school always provides a breakfast), we will vote on reps and officers for the next year, and we will go over the Wish List, so don't miss the May meeting!

MEETING ADJOURNED

NEXT MEETING — Thursday, May 18, 2017 at 8:05 AM – HDS Library