

**ROLAND PARK COUNTRY SCHOOL  
PARENTS ASSOCIATION  
Trustee Seminar Room in the Athletic Complex  
November 4, 2011**

**AGENDA**

**7:45 a.m. - Executive Board Meeting**

- No Executive Board meeting

**8 a.m. –Full Board Meeting**

- Approval of Minutes from October 7, 2011
- President's Report
- Treasurer's Report
- Head of School Report
- Division Network Reports
  - Lower School
  - Middle School
  - Upper School
- Committee Reports
  - Holiday Fair
  - Concessions
  - Volunteer
  - Web Secretary
  - Resale Shop
  - Post Prom
  - Alumnae Association
  - Hospitality
  - Mentoring
  - Parent Enrollment
  - Nominating

Adjourn meeting

Next meeting: December 9, 2011

**ROLAND PARK COUNTRY SCHOOL**  
**Parents' Association Minutes**  
Friday October 7, 2011

**EXECUTIVE BOARD MEETING**

Meeting was held in the Trustee Seminar Room and was called to order at 7:47am by Tammy Fawcett, President.

Present: Tammy Fawcett, Ingrid Obrecht, Carol Hunt, Mary O'Hern, JoAnn Hitt, Theresa Leatherbury, Mary Alane Downs, Mary Louise Woolley, Kathy Blue, Jenny Washburne

**President's Report: Tammy Fawcett**

Mrs. Fawcett reported that the Middle School Arts Enrichment Program will be sponsoring a swing dance at Gilman on November 8th at 2:30pm at Gilman. Cockeysville High School students will be teaching swing dance and etiquette to the 8th grade students. The students will be given t-shirts. Verna Moore and Jean Brune are asking for \$500 from the PA budget to subsidize the cost of the t-shirts.

A motion was made by Theresa Leatherbury and seconded by Kathy Blue to approve the allocation of this amount as part of the end of year donation to the school. The motion was passed by unanimous vote.

Meeting was adjourned at 7:53am.

**FULL BOARD MEETING**

Meeting was held in the Trustee Seminar Room and was called to order at 8:03am by Tammy Fawcett, President.

Present: Tammy Fawcett, Ingrid Obrecht, Carol Hunt, Mary O'Hern, JoAnn Hitt, Theresa Leatherbury, Mary Alane Downs, Mary Louise Woolley, Kathy Blue, Jenny Washburne, Nancy Mugule, Steven Shramko, Tonya Hardy, Amy Sponseller, Aileen Grebow, Georgia Usrey, Ingrid Polk, Cindy Rohde, Kim Mitchell Wolff.

**President's Report (Tammy Fawcett):**

Mrs. Fawcett reminded the PA Board to sign in and out at the front desk when attending meetings at school.

October 18th & 19th The Robinson Health Colloquium will offer a presentation on healthy choices and making good decisions.

RPCS is invited to attend Coffee With The Experts at Bryn Mawr on "Promoting a Positive Body Image" on October 25th at 8:15am on the BMS Mt. Washington Campus. The guest speaker will be Kate Clemmer.

Amy Sponseller made a motion which was seconded by Carol Hunt to approve the minutes from the September meeting. The minutes were passed unanimously.

**Lower School Network Report (Donna Sturtz):**

All is well in the Lower School - no complaints about the food!!

All parent socials have been scheduled.

The Lower School Volunteer Coordinator position has been filled by Jessica Bertozzi and the Holiday Fair Coordinator is Brooks Shumate.

The Lower & Middle School book fairs will be held next week. All proceeds will go to the library.

**Middle School Report (Kathy Blue):**

Nothing to add to the written report.

**Upper School Report ( Mary Alane Downs):**

Mrs. Downs reported that the Upper School is in need of chaperones for the Fall Ball. The theme this year is "White Out".

**Post Prom Report (Aileen Grebow):**

Mrs. Grebow reported that prom will be held on April 28th, 2012.

The Post Prom Committee is in need of two people to chair the raffle. This is a big job and hopefully someone will agree to take it on. Junior & Senior Dinners will both be off site.

**Treasurer's Report (JoAnn Hitt):**

Mrs. Hitt asked that any requests for funds from the PA be submitted via email.

Last month's Nyborg Tournament raised \$2628.00 which is \$500 more than last year.

The PA dues are charges in September in the amount of \$21,880.00.

**Ms. Gail RT - US History Department:**

Ms. RT visited the PA Board meeting to talk about the German Exchange Program. The German students are coming next week. Each Fall we need eight host families and this is a great opportunity for the RPCS girls to get to know another culture. Ms. RT mentioned that the host families do not necessarily have to have children in the same grade. If anyone is interested in hosting in the future, please email her at her RPCS email address.

**Concessions (Carol Hunt):**

Mrs. Hunt reported that we are off to a great start in Peppers! On game days, the concession stand will be open until 6 or 6:30pm and 4:45pm on all other days.

**Holiday Fair (Steve Shramko):**

Mr. Shramko reported that vendors are coming in slowly. We still need non jewelry vendors.

The 10 percent discount for tables ends 10/15.

The next Holiday Fair meeting will be held on 10/17 - more info to follow.

**Re-Sale Shop (Georgia Usrey):**

Mrs. Usrey reported that the next sale is Tuesday 10/11/11. The first two sales of the year went well.

**Head of School Report (Jean Brune ):**

**No Report**

**Hospitality (Tonya Hardy):**

The hospitality committee is working with Carla Van Berkum on a date for Teacher Appreciation week. Two possible dates are April 23rd or 30th.

**Nominating (Jenny Washburne):**

Mrs. Washburne reported that the Nominating Committee has been formed. More info to follow.

**Mentor (Diana Sugiuchi & Lisa Heywood):**

No Report

**Volunteer (Ingrid Polk):**

Mrs. Polk reported that everyone is keeping track of progress with volunteers in their respective divisions.

**Communications/Web (Nancy Mugele):**

Mrs. Mugele reported that there will be a Crane Lecture on November 3rd at 7:30pm on women's rights. The lecture will be given by Sally Adair McMillen, History Chair at Davidson College.

**Web Secretary (Mary Louise Woolley):**

Mrs. Woolley suggested that we encourage parents to log onto the web and go to ParentNet often!!! She will be meeting with Nancy Mugele regularly and welcomed any suggestions or comments.

**Enrollment (Amy Sponseller)**

Mrs. Sponseller reported that October 16th is the Open House at RPCS. This is a wonderful opportunity for families to see the school.

**Alumni Relations (Kim Mitchell Wolff)**

Mrs. Wolff reported that a great time was had by all at the RPCS Golf Classic. 58 people attended. We are looking for volunteers for next year. Our very own Laura Schmerler won closest to the pin!!!!

Alumni weekend was held last weekend when over 200 people attended the champagne reception. The 50th Reunion held many fun events throughout the weekend and many Alums from several states were in attendance.

Mrs. Wolff announced that the Alumni Association will be holding a Chili Cookoff on November 6th from 4-7pm. Anyone interested in entering their chili is welcome. This will be a 21+ event and the cost is \$10 per ticket. So far we have ten cooks and are looking for more participants.

**New Business**

No further business before the Board, meeting was adjourned at 9:21am

Respectfully submitted by,  
Mary O'Hern, Recording Secretary

# RPCS Parents Association Board Meeting Committee Reports

## President's Report

---

October has been a busy month for the RPCS Parent community. We all reconnected through class socials and school sponsored morning coffees. ***A huge thank you to all the host families and friends who supported these socials.*** The PK-P, 6th and 9th grade events took place here at the school with moderate success. All other grades took place off site.

Many parents helped the MS and LS librarians make this year's Scholastic Book Sale a great success. A special thanks to Jane Daniels for coordinating the set up, scheduling, and tear down of the event. Mrs. Tiplady has informed us that the event was more successful than the past and many new books will be coming RPCS's way.

All parents had a wonderful opportunity to learn about balancing stress in the lives of high achieving girls from Dr. Steiner-Adair. The evening lecture and morning coffee were well attended and I am hopeful that, like me, the parent community learned a few tricks on keeping our girls healthy and balanced.

November is a month of planning. The Alums are cooking up some great chili for this weekend. Please come enjoy the US Musical, Hello Dolly. Be sure to get involved in the planning as well as the enjoying of the Holiday Fair. See you all here on the 3rd of December!!

Respectfully submitted,  
Tammy Fawcett, President

## **Treasurer's Report**

---

We had been waiting for two \$150 donations from schools for the Nyborg tournament. Now it appears that we will not receive them. Therefore, the contribution to Johns Hopkins will be \$2,328.28 not the \$2,628.28 reported last month. I have not yet tallied the October financial results so I will report on those next month.

I am still seeking volunteers to help me in the Treasurer's office at the Holiday Fair. Shifts are one hour long – I need both cash counters and runners.

Finally, I will be away from November 9th – 22nd so if anything will be needed during that time please have your request to me by this Friday at the Board Meeting.

Respectfully submitted,  
JoAnn Hitt

## **Lower School Network Reps**

---

The Book Fair was held October 12-14. The Book Fair was well attended and sales were up from last year's Book Fair.

The 5<sup>th</sup> grade went on a Chesapeake Bay field trip. The 4<sup>th</sup> Grade went on a field trip to the Maryland Zoo. The 5<sup>th</sup> grade also had their annual Pumpkin Carving Party on Thursday October 28<sup>th</sup>.

Most classes had their Parent cocktail parties. The 5<sup>th</sup> Grade cocktail party is on November 5<sup>th</sup>. Parents reported that the cocktail parties had average to above average attendance and that the parties went well.

Our next Parent Network Rep Meeting is Thursday November 10.

Respectfully submitted,  
Donna Sturtz  
LS Parent Network Chair

## Middle School Network Reps

---

The Middle School Parent Network held its October meeting on October 13, 2011 with excellent attendance. Minutes were prepared and reviewed and sent for inclusion on the website for the Middle School. Link is:

<http://sp.rpcs.org/rpcsweb/home/middleschool/default.aspx>. They are located at the bottom of the page. Ideally, they would be posted on that page in the same location as the monthly newsletter (rather than at the bottom) or in the Middle School News section to the right of Verna Moore's monthly letter. I will find out if that is possible. Advisory reps sent an email with the October minutes to parents before they were included online so they had them as soon as possible. For November minutes, it is hoped that an email with a link only will direct parents to the November minutes and encourage parents to become more familiar with the website.

The 6th, 7th and 8th grade Parent Receptions were all held in October as scheduled with success. An email to parents soliciting a one-time voluntary contribution for teacher/advisor/administrator gifts at holiday time and year-end has been sent with a requested deadline of November 21, 2011. The last RPCS Middle School Mixer will be held on November 4, a 7th grade mixer. Lynette Khanna is the parent organizer for that event and communications with her indicate that chaperones are arranged and snacks have been purchased. She had a few questions about set-up, but Alison Keim kindly informed her that that has been handled. The 8th grade RPCS mixer was already held in September. There is no 6th grade RPCS-hosted mixer.

Next meeting of the Network is Monday, November 7 at 12:15pm. This is a new time to accommodate any parents who wish to attend but cannot make the usual 8:00am time due to other carpool or work obligations. Steve Shramko, chair of the Holiday Fair, will be presenting updated information about Fair logistics. At this meeting, we will also review the calendar of events through the end of December (with emphasis on the Grandparents program and Parent-Teacher conferences), draw attention to the events listed in Verna Moore's monthly newsletter (with emphasis on MS Sleepover, Food Drive and email lines to teacher) and discuss a possible special speaker for the January meeting.

## **Upper School Network Reps**

---

The October US parent network meeting was held on October 11<sup>th</sup>. We discussed ongoing communication problems with some parents not reading attachments or emails and some parents being bothered by too many emails. There was discussion of the PSAT testing as well as real and practice SAT's and the value in the SAT prep class. It is important for the girls to take both the SAT as well as the ACT as the tests are different and some girls are more successful on one or the other. The 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> grade parent socials are all scheduled. The 12<sup>th</sup> grade parent social will be held in early 2012. There was a great deal of discussion among all the grade parents about the amount of homework and how sports and other after school activities make getting the homework done and getting a good night's sleep mutually exclusive. We discussed the Schools Attuned program run by Carla Spawn-van Berkum which helps to identify learning styles and provide help for all girls to learn more efficiently. There seems to be a general consensus that the girls are overly stressed.

Mary Alane Downs

## **Holiday Fair**

---

No Report

## **Concessions**

---

Oral Report

## Volunteer

---

Our main focus right now is the Holiday Fair, and we will continue to send someone from our committee to all fair meetings. We are helping Steve Shramko and the other committee heads get the volunteers they need, especially for the Bake Table and the Food Committee (they are covering food, and we will help get them cashiers and runners to the cafeteria, etc.) The Book Fair for the LS and MS went well; they had 19 volunteers help run it.

We will continue to work with Nancy Mugele and Mary Louise Woolley on our volunteer form online. The LS has many events that aren't on that form, so we need to figure out if we should add them all on there or just let the parents do their own thing for the holiday parties, etc. We will work with Jessica, our LS volunteer coordinator, to see what is best.

Respectfully submitted,

Ingrid Polk – Volunteer Committee Chair

## Web Secretary

---

**Submitted by: Mary Louise Woolley**

### **I. “A Day In The Life Of Your Daughter” created and implemented.**

*Thank you to Nancy Mugele and Kristin Nicolini for agreeing with and placing on Parent Pages.*

October story “What do LS, MS, US buy from the bookstore?” accompanied by a photo of the items purchased.

- November story “What do LS, MS, US buy from the cafeteria?”
- Story ideas appreciated: LS, MS, US Network Chairs give story ideas from their divisions to Mary Louise for consideration and publication.
- Ask the PA Board if any feedback/parents have seen.

### **II. Renamed Parentnet, PARENT PAGES**

*Thank you to Nancy Mugele and Kristin Nicolini for making the change.*

- Ask the PA Board if heard any feedback.

### **III. All correspondence from PA Board to its parent communication channels needs to inform parents to use PARENT PAGES.**

#### **A. NEW INITIATIVE to support this - create Parent Pages email "stationary."**

*Presented by Mary Louise Woolley at the October 7, 2011 PA Board Meeting. Nancy Mugele and Kristin Nicolini are working on. Ask for an update.*

- To standardize and provide a consistent look with email correspondence to parents.
- To continue to encourage parents to go to Parent Pages
- Use when electronically communicating with parents via:  
Division Network Chairs to their Class Network Reps;  
Class Network Reps to their parents.

### **IV. Information for Monthly newsletter, Laurel Leaf, other established RPCS communication.**

- November newsletter will continue a brief summary of Parent Pages change and "A Day In The Life Of..." along these lines:

*Parentnet has been renamed **PARENT PAGES**. Why? Consider **PARENT PAGES** your own personal parent binder for any and all information about your daughter's world at school.*

*New feature added to **PARENT PAGES** called "A Day In The Life of Your Daughter." Why? Find out some fun facts and interesting insights about what goes on at RPCS during a typical day by clicking on **PARENT PAGES**. October's feature: What do our daughters buy at the school store? Go to [www.rpcs.org](http://www.rpcs.org) and click on **PARENT PAGES** to find out!*

## Resale Shop

---

The Used Uniform Store held a sale October 11, 2011. The proceeds were \$762.00. Year to date \$3205.00. Our next sale is February 7, 2012.

Respectfully submitted,

Georgia Usry

## Post Prom

---

Our committee had our first meeting at the AMF Timonium Bowling Lanes on October 17<sup>th</sup>. It was a productive meeting. We explained the roles of each of the committee heads, walked the site and brainstormed and came up with a lot of ideas. We have a terrific, energetic group.

We sent out an email to the 11<sup>th</sup> grade asking for volunteers for the many different committees that will need help. We are also trying to get 10<sup>th</sup> grade volunteers so that they can see what their responsibilities will be next year.

At this point we are working on: (i) entertainment ideas; (ii) a theme (has to go through the seniors; (iii) layout for the evening; (iv) better area for the changing area; (v) raffle ideas; and (vi) effective communication to the parents and students.

We will be doing some fundraising through the concession stand peppers and a couple of AM breakfasts in the Harris Center to raise additional money for post prom.

Our next meeting is November 14<sup>th</sup> at RPCS.

Respectfully submitted,

Aileen Grebow

Cindy Cook

Post Prom Co-Chairs

## **Alumnae Association**

---

No Report

## **Hospitality**

---

No Report

## **Mentoring**

---

No Report

## **Parent Enrollment**

---

We had a grand turnout for our Open House in October with several hundred attending! Standing room only in US! Admissions is currently very busy with tours and visiting days. **Lots of interest in preschool too! Appreciate parent support and word of mouth** about RPCS! Respectfully submitted,

Amy J Sponseller

## **Nominating**

---

No Report