

PACA Connect Meeting
May 8, 2024
8:00 AM, Fireside Dining Room

- I. Welcome: Gaby May and Ellie Merritt-Zeiger, President and Vice-President of PACA
 - A. What a great year!
 - B. Congratulations to senior families!

- II. PACA's Year in Review
 - A. Goal of the year: Enhance the structure of the organization to better serve the community
 - 1. Created new PACA By-Laws and submitted to CA's Leadership Team for approval
 - 2. Created guidelines for Parent/Family Gatherings and Teacher Gifts and submitted to CA's Leadership Team for approval
 - 3. Monthly meetings planned and organized with different guest speakers
 - B. Lower School Highlights:
 - 1. 45 Amazing Grade and Room Parents - THANK YOU!
 - 2. New snack delivery coordinator position
 - 3. 383 student, parent, and faculty participants at LS Roller Skating Party
 - 4. Introduction of grade-level Special Friends breakfasts
 - 5. Record attendance for more than 20 grade level parent and family gatherings
 - 6. Highest participation rate for All Day 4 CA!
 - C. Middle School Highlights:
 - 1. Fall MS Tailgate
 - 2. Gifts to chaperones after field trips
 - 3. Donuts, cider, and treat bags for Halloween for staff and students
 - 4. Snacks and volunteers for Naval Battle (6th grade)
 - 5. Hot Chocolate and sweets for the students before Winter Break
 - 6. Winter Parent Gathering
 - 7. Spring MS Tailgate for families
 - 8. Jack White Day Kona Ice Truck for students
 - D. Upper School Highlights:
 - 1. September coffee with Head of US
 - 2. Fall parent gatherings
 - 3. October Halloween treats
 - 4. November hot chocolate, cider, and donuts
 - 5. December treats and motivational signs for Midterm week
 - 6. February treats for Valentine's Day
 - 7. May ice cream and popsicles
 - E. Charlie David Dinner Highlights:
 - 1. Total amount of funds raised for athletics: **\$39,984.03!**
 - 2. We sold 1,475 meals (includes sponsors) - 309 more meal tickets sold

than last year

3. We sold 444 raffle tickets - 364 more sold than last year
4. We sold 90 sponsorship packages
5. **SAVE the DATE: September 6, 2024—the entire school community is invited!**

F. Faculty Appreciation Highlights:

1. Back to School Breakfast in September
2. Survival Kits for 175 Faculty & Staff Members for Fall Conferences
3. Hosted Sweet Celebration in December collecting more than 3,000 cookies so that each faculty, staff and member of the Columbus Academy community could take home a dozen sweet treats. It's a long standing tradition!
4. Dropped off "just because" treats for Security and Sage
5. Provided Grab and Go Snacks & Treats in LS, MS, and US Lounges for Spring Conferences
6. Hosting Hollywood Movie Themed Teacher Appreciation Week with Concession Stands in Teachers' Lounges, VIP Breakfasts, Johnson's Ice Cream Truck, Fan Mail for our Star Teachers, and The Academy Awards Movie Trivia

G. Service Committee Highlights:

1. Supported 30 families in need through the clothing drive as well as the food drive
2. All the individual gifts we asked for through our Fill-A-Wish list were fulfilled!
3. Additional organizations such as Stowe House, the Family Mentor Foundation, and the NNEMAP food pantry further benefited from the very generous donations from our community.
4. About 50 volunteers helped over the three week span of the drives
5. Brought back our spring winter coat drive in order to get a head start on next year's Kids 4 Kids project. This makes a big difference in the amount of winter coat donations we receive.
6. We are looking forward to next year already and hope to have more ways for PACA to support the efforts of the school's service committee initiatives throughout the year.
7. Thank you to all who donated or volunteered this year. We simply couldn't do this without you!

H. Book Fair Committee Highlights:

1. Most successful year to date! Sold **\$19,320.27!**
2. We were able to buy 98 books for Kids for Kids, 64 for Seibert Elementary, 74 new books for our LS library, and buy all the requested books on the teachers' wishlists!
3. Introduced a teacher preview attended by many LS teachers and staff!
4. Earned \$8,217 new Scholastic dollars!

5. The Book Fair Committee is expanding with the hope of having next year's Book Fair serve all three divisions. In addition to having parent volunteers from all three divisions, faculty members from each division have been consulted regarding goals and plans for next year's event.
 6. Moving to Literati (PreK-8th) and Gramercy Books (9-12) for next year (away from Scholastic)
- I. Clothing Closet Committee Highlights:
 1. Available to families 24 hours a day/365 days a year so our volunteers have worked hard to keep everything neat and tidy
 2. Quarterly "Pop Up" Shops located outside Morris Hall for greater access and visibility
 3. An increase in donations throughout this year
 4. CA installed permanent, well-covered drop off boxes for donations across from the Middle School Lobby and in the Upper School Lobby. There is still a drop off box in the Lower School as well.
 5. We hope to continue to highlight the availability of these resources and encourage its use by all.
 6. Our focus next year will be to build our team of volunteers by having a SignUp Genius available for the weekly maintenance of the closet. We are also working on guidelines and instructions that will make it easy for volunteers to go through the donations in a consistent fashion.
 - J. Lower School Carnival Committee Highlights:
 1. Coming up on May 30, 2024!
 2. Annual event in the LS
 3. They need a lot of adult (18+) volunteers to supervise the bounce houses for 1 hour time slots
 4. If you are not a LS parent and can volunteer, you have parking reserved for you in the bus circle for the event!
 5. If you are a LS parent or guardian or grandparent volunteering, you will have seating reserved for you during the LS closing ceremony!
 6. Please RSVP via QR code on flier
 7. Any interest in a committee co-chair for next year? Looking for a co-chair with Crystal Kahwash
- III. Presentation of PACA Executive Slate for 2024-2025–Jennifer Nester, Immediate Past President
 - A. Nominations process was new this year with the nominating process outlined in the new By-Laws (for this year only, the nominating committee consisted of the current Executive Committee; this will be different in the coming years)
 - B. Over 35 self-nominations–thank you to all who nominated!!
 - C. 2024-2025 Executive Committee Slate (as approved by CA Leadership Team):
 1. **Immediate Past President:** Gabriela May
 2. **President:** Ellie Merritt Zeiger
 3. **Vice-President:** Carrie Stieg
 4. **Budget Manager:** Suzanne Tempelhof

5. **Secretary:** Aaliyah Arif
6. **LS Division Lead Parents:** Jordan Malhame and Michelle Singh
7. **MS Division Lead Parents:** Kamy Bhalla and Nicole Bundy
8. **US Division Lead Parents:** Amy Huddleston and Kristin Stevens

IV. Vote on Executive Slate—48/48 parents present in favor—the Executive Slate for 2024-2025 has passed

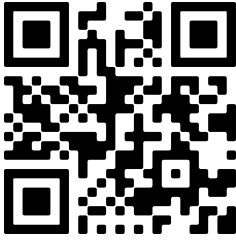
- V. Presentation of Committee Co-Chairs for 2024-2025 (no vote required)
- A. **Charlie David Dinner Committee:** Hilary Griffith and Jann Parish
 - B. **Teacher Appreciation Committee:** Kristen Ricart and Andrea Perlenfein
 - C. **Service Committee:** Kimberly Allison and Ria Forchione
 - D. **Book Fair Committee:** Meredith Levine and Laura McDonald
 - E. **Lower School Carnival Committee:** Crystal Kahwash
 - F. **Clothing Exchange Closet Committee:** Karen Van Hoff and Jennifer Webb

- VI. Presentation of Nominating Committee for 2024-2025 (no vote required)
- A. Theresa Ankamah
 - B. Ashley Brawdy
 - C. Felica Davis Ray
 - D. Brandale Johnson
 - E. Katharine Mallory
 - F. Nancy Wilkins

**Chair: Gabriela May, Immediate Past President*

- VII. Thank yous and recognition
- A. ALL VOLUNTEERS!
 - B. Executive Committee
 - C. Everyone who has supported PACA—Bob Lee, Jeremy Morgan, Suzanne Lucas, Erich Hunker, Security, Sage, Emily Campbell, Division Heads, Melissa Soderberg, the CA Board of Trustees, etc.
 - D. Melissa Clarke Beckett
 - E. Gaby May

- VIII. Call for Volunteers
- A. Interested in possibly serving as a room parent, grade parent, or on one of our fantastic committees? Please scan the QR code to fill out an interest form. Thank you!



B. There is now a Volunteer Manual and volunteer training in the fall to make the job easier!

IX. Meeting adjourned at 8:46 AM –please enjoy a light breakfast!