



**Minuteman Parent Association  
Meeting Minutes  
March 19, 2019**

**1. Welcome & Introductions**

**2. Review of Minutes**

Previous meetings' minutes unanimously accepted

**3. Old Business**

- Faculty Breakfast – well received and will be repeated
- Parent Teacher Conferences (table) – well received and will be repeated
- Rock n Roll Bingo – Fundraising Event - Raised significant funds for scholarships
- Faculty Make a Wish –The Robotics Club, Alissa Landau, was able to purchase a drone with the money from the Make a Wish Funding. Students are learning a lot and enjoying it.

**4. Treasurer's Report (Donna)**

Currently have \$18,360.55 in the bank. We are in healthy shape to close out this school year/start next school year

**5. Board Updates**

- Parent Survey (Kathy A.) - the survey is being developed and will be released to parents on April 22nd with a due date of May 13th. The information gathered is for planning next school year.
- Election Planning (Sue) - the MPA Board consists of a 5 Member Board (President, Vice President, Secretary, Treasurer and Member at Large). MPA also has a Communications Chair, Community Outreach Chair and is planning for a Fundraising Chair. The VP, Secretary and Treasurer are currently serving two year terms that will end June 2020. The Board Member at Large is serving a two term (replacement) that will end June 2021. The board position that is up for election is President. Also vacant will be the one year term positions of Communication Chair, Fundraising Chair and Community Outreach Chair.

**6. 2018-2019 Minuteman Community Calendar Items – 5 minutes (All)**

- Dinner with Faculty 4/10/19 5:00PM – Kathy G. and Donna will represent and sell clothes
- Coffee with Principal - 4/10/19 – Sue and Julie will represent
- Orientation 5/4/19 – Donna and Melissa will represent and sell merchandise
- All Alumni Reunion 5/8/19 5PM-8PM  
[Minuteman All Alumni Reunion Tickets, Wed, May 8, 2019 at 5:00 PM | Eventbrite](#)  
Planning Committee – Kathy A  
Merchandise Sales – Melissa, Kathy G.
- Prom – 5/10/19 – Sue is coordinating buses and Kathy G. will put out direct appeal message. Kathy G. will put out call for 2-3 volunteers to help school with planning of pre-prom activities

- Senior Awards – 6/6/19 – Sue will follow-up with Diane Dempsey regarding request; budget is \$10,000
- Graduation – 6/7/19 – no MPA activities required
- Meetings 4/23/19, 5/7/19 (Elections) 6/4/19 (transition meeting)
- Transition Meeting with School Administration – Sue will work with school officials to schedule

**7. 2018-2019 Fundraising**

- 10/26/19 Comedy Night
- Spring 2020 TBD

**8. Other**