

**CPCPA Meeting**  
**Minutes for Thursday April 15th, 2010 at 7 PM**

**Present:** Lorraine Ianni, Erica Cooke, Sue Beamish, Cathy Beatty, May Chan, Lisa Leonard, Rosemary Agemian, Pam Spence, Lydia Maldonado, Maddy Pollard

**Regrets:** Jodi Margolis

**Secretary:** Lisa Leonard

**Old Business**

**1. Approval of Minutes of March 25, 2010 Meeting – Cathy Beatty**

Erica Cooke put forth the motion to pass the minutes; Cathy Beatty seconded the motion, unanimously passed.

**Reports**

**2. School News –Cathy Beatty reporting in Lieu of Dave Hecock**

- Cathy announced that the New Student Orientation Day will take place May 11<sup>th</sup>. Lisa Mainprize and Heather Hobart will be organizing the reception event that day. The buddy system will continue for new students. Bundle order forms are included in the new student package.
- The Crestwood 2010/2011 Calendar will be in a downloadable format next year and will be accessible via the school's website. Calendar revisions may be made until June.
- It was announced that Mrs. O'Reilly will be retiring this June. Gift ideas were discussed. Parents were encouraged to think of possible ideas for a gift.

**3. Tenth Anniversary Celebration Update – Erica Cooke:** Meetings are underway to plan the anniversary celebrations. There will be a 10<sup>th</sup> anniversary logo produced that can be used by the school and the PA for promotion. Crestwood Prep College has agreed to commit \$ 3,000 towards 10<sup>th</sup> anniversary initiatives and will pay for the preparation of the 10<sup>th</sup> Anniversary logo. Verna DeBono is continuing to look into venues (Possibly The Rosedale or the Cricket Clubs) for the Feb 2011 event and an amount needs to be determined for the down payment. No decision has been made yet on corporate sponsorship. Issues concerning the positives and negatives of the Feb 2010 Italicious event were discussed.

**4. School bundles for sale – Cathy Beatty:** Cathy announced that Tracy Cooper will be the coordinator of this highly successful programme (\$4000 profit last year). As there were minor problems with the quality of the binders last year, we are looking at purchasing higher quality binders this year. Order forms were sent home with the last report card and orders will be taken until May 14<sup>th</sup>. Volunteers may be required to assist with the organization of the bundles; Tracy will look into this need.

**5. Update on Used Book Exchange – Cathy Beatty:** At the March 25th 2010 CPCPA Meeting, a proposal was brought forward by Geoff Shaw concerning a Used Book Exchange organized by the PA. It has not been pursued this year due to insufficient lead time. The school mailing outlining the previously organized book sale had been set for early April and the PA could not ensure that the PA's proposed book sale could be successfully organized in such a short time frame. Therefore, this year the sale will be run the same as last year and the PA will reevaluate this PA book sale next year.

6. **Music/Art Nights April 28/29<sup>th</sup> – Maddy Pollard:** The PA has arranged for Aramark to supply the food for these events. Maddy will contact parent volunteers if required.

### **New Business**

7. **Nominating Committee - Erica Cooke:** CPCPA Position and Responsibilities Information Sheets were distributed. So far there are a smaller number of parents volunteering for positions for next year. Position descriptions are also changing with new duties being assigned to the secretary and treasurer. The Communication and Social positions have been removed from the executive. Next year, the Pizza Lunch and the Mane Essentials Coordinators need not attend the executive PA Meetings which are held 2-3 times per year. In addition, Erica will be reviewing the event coordinator positions and if volunteers do not come forward the PA may cease to run certain projects. Cathy Beatty plans to step down as President and will sit as Past President, Lisa Leonard will continue as Secretary. Mane Essentials needs a coordinator(s) and the store will receive assistance from the Business Club next year.

### **8. A Review of the Past Year's Projects:**

- Grade Reps/Social – Tracy Cooper has volunteered to be the Grade Rep Coordinator for 2010/2011. This year there were socials held for the Grades 7,8,10 and 12. The PA hopes to build a sense of community through these events. The telephone trees were utilized a few times. Tracy plans to obtain feedback from this year's reps and hopes to have the reps in place for each grade by Sept 2010. Dave Hecock will be contacted to determine if the Grade Reps can be published in next year's student directory.
- Lunch Programmes – The lunch programmes which were reasonably successful have been taken off list for next year. They will be evaluated on an "as needs basis". Programs that were run after school (the babysitting course) have proven to be successful. Consideration could be given to running a Driver's Ed course for next year.
- New Student Orientation Day – Will continue next year. Lorraine Ianni has volunteered to coordinate this event.
- February Social Event – This year's event was successful with improved marketing of the event. There were a few food issues which will be improved on in future events. There will be another event scheduled for Feb 2011.
- Pizza Lunches – Will continue for next year but with a reduced number of lunches.
- Bake Sales – The students seemed to enjoy these sales and Lisa Leonard plans to coordinate these projects next year.
- Used Uniform Sales – Sue Beamish has volunteered to coordinate this project for 2010/2011. Decisions need to be made concerning intake days for the students leaving and graduating this year. The office kindly accepts uniform donations throughout the year. Possible sale dates may include Parent/Teacher Interview dates in November. Once determined, Lisa will look into posting an item on the website concerning uniform drop off dates.
- Mane Essentials – This PA project has been successful. The store will close for this school year on the last day of scheduled classes. Coordinators are required for next year.
- Speakers – The PA will continue to sponsor evening speakers but only in the fall next year as there was a very poor RSVP response this spring. Our April speaker, Dr. Freedman, has agreed to speak this fall. The PA will continue to look into ways for working parents to participate with the PA.

- Communications – In past years there have been three PA newsletters. The school has improved communications with the community this year with its regular email newsletters which include a PA news section. It is hoped that the PA will continue with its own newsletter. It was discussed that it may be a good idea to produce a newsletter to go into the summer mailing which would highlight all that the PA has done over the past year and to highlight initiatives in the coming year. Lydia Maldonado agreed to work on this. To improve the PA profile, Natalie La Forest will be contacted to determine if there are any pictures of the PA working in the store or at events and ask that they be posted on the website. The PA will also look into possibly revising volunteer forms to include a section on how working parents can participate more in PA and school events. The PA portion of the website has been updated, eliminating older posted items which are no longer relevant.
- Volunteer Appreciation Coffee – “Graduating Parents” will be recognized at the May event. Erica plans to create this list and send invitations to all volunteers, RSVP to Lorraine Ianni. Aramark will be used to supply the food. Cathy Beatty is to ask Dave Hecock if the Coffee can be held in the Teachers’ Lounge.

**Note: Annual General Meeting Thursday May 20<sup>th</sup> at 8:45 AM in the Teacher’s Lounge**