

Cedar International School PTA Minutes

Monday June 11th, 2012 @7:00pm Sports Club

Present: Brigitte,Rochelle,Dennis, Jennie, Leslie, Zach and Scott.

Apologies: Stephanie, Dave and Erika Sorrentino

Meeting started 7:10pm

Dennis started the meeting by reviewing the agenda no conflict of interest were entered at this point.s PTA approved positions and then Dennis handed over to Scott.

Scott started the meeting with the CIS Update.

-Annual survey had just been sent out and so far 40 people had taken part. There are 170 families at Cedar and he was hoping for a good response. The idea being that the school would summarize the response and present a report to the parents. He was looking at us to encourage participation.

-Personnel report. Science and math teacher's positions had been filled. New PE teacher is from Jamaica and he had been working abroad.

-Technology update. Upgrading of internet. There were offers from both Digicel and Lime. Dennis declared a personal conflict of interest. Scott signed non disclosure form however he stated that it was negotiation. They had CCT and Lime before and in this case offers were put in by both Lime and Digicel. We will receive one dedicated line. If there are issues with performance they can get out of contract.

-Discussion about guest passwords for visitors/PTA to allow internet access. There should be five available and we should talk to Wayne.

-Discussion about Class Parent appreciation and it was decided that it wasn't really needed. However it was suggested that the PTA do something for the teachers. Teacher breakfast was suggested for this year.

-Scott discussed how the school planned to welcome the new teachers. Brief discuss on new parent events. Nothing decided however we should encourage classes to get together. Termly new parent event was mentioned. Coffee upstairs in the new covered area was considered a popular option.

The floor was handed over to the events co coordinator Brigitte who passed the floor to Rochelle.

Car Boot Sale:

Rochelle then gave an update on the Car Boot Sale which was to take place on the 24th of June. Car Park and all 12 tables taken. Did not include Bookfair or Juice Bar. Mention of involving students so that they can fundraise for class trips. PTA should announce events and see if students are interested in fund raising. There will be a BBQ and a soccer game. PTA to notify Laurie and Zach of events where there are possible fundraising opportunities but not set up the activity. All class parents should be notified of the events.

Book Fair Dates:

Potentially for Book Fair 1 the 20/21/22 November and Book Fair 2 the 23/24/25 April

Dates for Seasons Greetings were requested from the school. Rochelle said she would look into wrapping paper. Dennis brought up the idea of Scotia Bank sponsoring Book Fair but it didn't seem to fit the event and a brief discussion ensued about the idea of sponsors.

Scott raised the fact that there are definite protocols when it comes to sponsorship. We have to run all "favours"/ "sponsorship" through Scott. All connections need to go through Scott however person approached can act as an intermediary between both parties. Any branding issues are to be dealt with by the Board.

"Harvest Fair"

First comment "What is Harvest Fair? It is called the Costume Party!" Talk ensued about changing the name. The idea was to bring new life to the Party and to encourage more local participation. Matter unresolved in terms of name.

There was talk about approaching other school about having their own booths. It was suggested that we approach PE staff for contact names at the schools.

Martha Hector, Jewel's mum, willing to help. Brigitte to be chairing committee. Brigitte was looking for start up money for Halloween and would like to get her orders in early. The request was for \$2000 which would act as a buffer.

There was talk of the PTA sponsoring tables. A lot of money is made at Costume Party however a good portion goes to the individual classes running the events as opposed to the PTA.

It was also mentioned that we need to keep better track of which booths make money and that there should be sealed boxes for all events. We should also make sure that we have enough tickets for the costume party.

Night of Nations

Discussion about making it a yearly event as opposed to every two years as it is such a popular community event. Jeannette mentioned that she is happy to do it however she is concerned that there won't be enough entertainment for the event if we have it every year.

Concern was raised about the atrium and the difficulty in maneuvering around the countries especially for families with young children and push chairs. There were questions to Scott about why the atrium is the way it is and why it couldn't be one level.

Read-a-thon

Previously called Reading Rally. The Primary School is looking to reinstate it but no dates were mentioned.

Movie Night

Dennis to write a blurb about it for parents Scott offered to help.

Sponsorship Events

Dennis would like to create a summary of potential sponsorship events. Dennis to submit to JJ. JJ to send out to PTA and see who would like to take on the events. During this time it was mentioned that there be a diary of events.

PTA General Business

Smooth Board

Dennis to purchase smooth board for the library and necessary equipment for it over the summer.

Pitch repair

Scott to contact Richard Starkey.

Speakers

Laurie would like two mounted speakers in the Atrium. Looking for whole sound system. Buffering. Talk to Rusty and Steve Butcher about we really need. Dennis to talk to Rusty Henderson. Dennis to talk to Verney about summer orders and consolidating order to save on expenses by having it sent to Miami to join main school order.

Rochelle potentially contacting Innsbruck about having wrapping paper sent there to join this order as well as Sally Foster is no longer available to us.

Cedar Cards and other fund raising ideas.

Fundraiser to sell cards. Rochelle's former school did this with great success and they were highly sort after as there were limited numbers of cards. The idea being we approach businesses and ask if they will give a % off food, drinks, clothing etc Rochelle and Dennis to head Cedar Card Committee.

Develop and publish a list of fundraising ideas. People asked if we should publish list online. All fundraising ideas must be discussed with Scott and/or Jaeda. Anything which deals with amounts above the \$1000 mark the contact person should set up meeting with Scott and help continue relationship if necessary.

Other Business

Richard Starkey Plaque has been ordered and Mark or Dennis should speak when it is presented on Wednesday 27th of June in the evening. Short speech is all that is needed.

Bank account. Main discussion centered around changing account to Scotia as the current bank was being difficult. Signatures could be Dennis/ Scott or Peter/ Jennie. Any two of the four would work.

Google calendar

There have been clashes of events this should ensure it not happening again. Brigitte to put forward event dates for the year from PTA. There should be limited access as to who can access the calendar. Zach from Secondary, Laurie from Primary and Jaeda for whole school events. An alert should go out if days/rooms are double booked. Great desire to avoid the clashes and date changing of this year.

Future Meeting..... TBA

Meeting ended at 10:00pm

