

# DRAFT - Colquitz Performing Arts Parents Association (CPAPA)

## Meeting Minutes

Monday, June 08, 2023 @ 6:30pm

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Meeting called to order at 6:34 pm

**Attendees:** Kelly Montgomery, Steve de Vries, Karen Grigolato, Ameer Ballantyne, Rachel McClellan, Dan Winner, Maddy Dams, Serena Samra, Karycia Mitchell

### 1. Welcome and Introductions

### 2. Accept June Meeting Agenda and May Meeting Minutes

- Motion to approve agenda by Rachel; seconded by Maddy
- Motion to approve May 8, 2023 minutes by Rachel; seconded by Ameer

### 3. President's Year End Report

It is hard to believe that another year has passed, it feels like we just started the school year and now it is over. I feel like this year was mostly back to normal since Covid came and it was nice to get things back in place and feel more accomplished with CPAPA and performing arts at Colquitz. We were about to do numerous fundraisers like poinsettias, bake sales and Purdy's chocolates. We had our full slate of concerts and theatre productions. There was a parade, Victoria Sings, district strings concert and a 3 day music trip to Kelowna. And through all that not once did I have to stand on a street corner with a sign that asked for support to save our music programs! That above all else was the best part of this year, it even topped the throwing out of our masks!

First off I would like to thank the people who have made this year so amazing, our wonderful teachers. As I said last night we as a school community are truly blessed to have such a passionate and dedicated team that wants what is best for our children.

I also want to thank the four other members that make up this executive team. At the start of the year I was once again selfishly worried about what this year would look like and how much work this association would be for me, but now 9 months later I am so pleased to say that we have a real, positive team. And that makes me unbelievably happy. Rachel, Maddy, Ameer and Serena, you four have made all the difference for me this year. You have given me the opportunity to sit back while others take the lead, you have been the voices of reason for me and you have brought so many great opinions to our discussions. I am so appreciative of your desire to keep CPAPA strong. Thank you.

I want to thank every parent that has given of their time and money to help our performing arts continue to flourish, without that support we could not have accomplished so much this year. And lastly, I want to thank the students who have made me want to pull my hair out but who have on more occasions brought me to tears of laughter. Watching their faces as they tried on costumes, when I asked them to present a teacher's gift or when they giggled together on tour made everything more than worth it.

Every year that I have held this position has been overshadowed by covid and this year was the first that wasn't and it was wonderful!

#### 4. Teacher's Year End Reports

4.1. Band	<p>Another successful year has gone by in a blur, so let's recap</p> <ul style="list-style-type: none"><li>• 87 started Band 6, 61 completed it, which is pretty normal retention, although this is the most un-bandie-like group of grade 6 students to date. I have never had to ask for another adult to be in the room for part of the class to help with management. They have been a challenge but so many of them have come around and are absolute rock stars</li><li>• Being the first year I have combined Band 7/8, it has been a huge success. The level of the Grade 7 kids is probably the highest I've had, which is what I had hoped would happen. I did question having 65 in class at once twice a week but it was important that the cuts didn't affect the students by reducing the number of blocks in a week, or stop jazz band. I don't believe students were denied any of my regular offerings.</li><li>• Jazz band of 35 was full of hard-working, keen students as usual and we laughed a lot. Who would have thought I'd have 8 trombones! I have already had some grade 7 students come to me wanting to join band and jazz band for next year.</li><li>• Tour was an amazing success and if temporarily misplacing a couple of t-shirts and injuring a toe was the worst of it, we were very lucky. Next year I hope to plan our own trip to either the north island or Vancouver without the use of EWT. Lisa Baylis has offered to help.</li><li>• 101 participated in the parade happily playing Salt 'N Pepa's "Push It" 13 times and many students listed this as a highlight of their band year. Gordon Head put a middle school band in the Oak Bay parade, so next year we may have some company.</li><li>• Next year, I want to propose having two concert nights in December and June with band/jazz one night and choir/strings the other. The gym would stay set up for a full day with a short blended concert for the school in the afternoon. Each concert would be under an hour and we could showcase ALL of our pieces.</li><li>• To be brutally honest, if there had been more cuts to music this year, I had planned to retire in June. After taking all of the Colquitz music cuts for 2 years, its been a difficult time. We were lucky this year and I am trying to be optimistic about future years.</li><li>• There is a strong need to add one more music block to the band schedule and this has and will be communicated again to Topher/Carrie. The purpose of this is to separate the Grade 7s and 8s as their levels are quite different.</li><li>• CPAPA has been a great source of support and I want to thank all of you for everything you have done, for being available to bounce ideas off of, and for helping me give your kids the best middle school music program I know how to do.</li><li>• Thank you to Steve and Caroline!</li></ul>
4.2. Choir	<ul style="list-style-type: none"><li>• All three choirs had a fantastic year. While numbers for our regular choir groups were a little lower than normal (40 for Grade 6 Choir, 75 for Grade 7/8 Choir) Provectus Chorus, our newest group, held steady at 26 students, so that program will continue to run again next year.</li><li>• Victoria Sings was a smashing success and the feedback from both audience and organizers was very positive. Next year is a non-Vic Sings year, so it is likely we'll go back to a Family of Schools Concert for our March performance in 2024.</li></ul>

	<ul style="list-style-type: none"> <li>• Tour and the clinics for choir was an incredible experience and the Grade 7/8 choir's awareness of their musicality and sound production has had a positive upswing since.</li> </ul>
4.3. Theatre	<ul style="list-style-type: none"> <li>• Musical Theatre was fun! Great reception from audiences, and the kids had a blast. Many wish we could have gone another week (but are also glad we didn't!). Next year's shows have not yet been decided, but we will be going back to the pre-Covid pattern of just one fall play for Grade 7/8 and a school wide musical that begins rehearsing in late January.</li> <li>• Because we had a smaller cast than normal and did a less well known show our houses were a little smaller than normal. This may play a factor in the show chosen for next year.</li> <li>• Olivia McKillop's help during the show was instrumental to its success, and I'm so glad she was able to help out. She has indicated that if she can manage it again with her school work load she will come back again next year!</li> <li>• Dancers performed so well both on and off the stage that I will be reinstating the Dance Club for next year as a trial run. If successful I will take the dancers to the GVPAF festival next year.</li> <li>• Looking to improve our sound system in the drama room for next year, and have begun sourcing equipment and cost estimates.</li> <li>• Incredibly grateful for all the parent volunteers for their endless support and positivity. There were many challenges this year that were made so much easier to handle because you were all there. Thank you is not enough.</li> </ul>
4.4. Strings	<ul style="list-style-type: none"> <li>• Amazing progress to see the students have a continuous year. This is the first time since COVID they haven't had a broken year.</li> <li>• Beginner Strings: <ul style="list-style-type: none"> <li>○ Strings Finale gave the students an opportunity to see the community available to them across the district. An eye-opening experience.</li> <li>○ Beginner Strings are playing with more confidence and are excited for next year</li> </ul> </li> <li>• Intermediate Strings: <ul style="list-style-type: none"> <li>○ Stepped up and accepted the challenge with a new and more difficult piece and they rocked it</li> <li>○ Playing tests will take place starting on Friday and students are ready to dive in.</li> </ul> </li> </ul>

CPAPA will write a letter to the school administration in support of an additional music block to the band schedule to allow for grade 7 and 8 students to have separate instruction.

## 5. Financial Report

- Deposits (pending):
  - Bake Sale: \$970.00
  - Uniform Shirts: \$12.00
- Expenses:
  - Teacher and Outgoing Principal gifts: \$268.85
  - Gift for Lisa: \$25
  - Tuba Christmas Entry free: pending
- June account balances are:
  - Total Amount: \$13,018.13
    - Total from all 3 bake sales: \$2839.70)
  - Fundraised Money (not used): \$2,626.41

- Total Useable Amount: \$10,391.72
- Student in Need: \$1,289.71 (carried over: \$1,000.00 + GST Purdy's: \$289.71)
- Uniform Shirt Update
  - Last year: there are approx. 101 shirts sold we should have had 59 new shirts left over; \$55.88 owed to CPAPA and CPAPA will absorb the cost
  - This year: 160 shirts ordered by CPAPA; 106 shirts given out; CPAPA has been reimbursed for 60 of the shirts given out; 54 NEW shirts in stock (equivalent to \$648 – at \$12 / shirt)
  - 54 new shirts (mostly in adult size with some youth sizes); 34 used shirts
  - \$1448.48 purchase price made by CPAPA; \$724 paid to CPAPA with balance owing \$724.48
  - Upgrades and borrowed shirts will be from the used pile
  - A letter will be prepared for teachers to send out to see if we can recoup costs and encourage grade 8s to donate their used shirt
  - Going forward, the process will change to be simplified. Orders will take place on School Cash Online and distributed once payment has been received. Order end date will be listed in the system.
  - The order will not be made by CPAPA any longer, but the school will be responsible. The order will be made once shirts from the “new shirts” stock have been subtracted. Money will need to be transferred to CPAPA for any shirt used from the “new shirts” stock currently in the cupboard. CPAPA is currently owed \$724.48.
  - New shirts are now organized in a locked cupboard with a tracking sheet. Students who forget a shirt will sign out a used shirt.

## 6. Executive Positions

- The executive positions are filled by acclamation.
  - President: Karen Grigolato
  - Vice President: Rachel McClellan
  - Treasurer: Ameer Ballantyne
  - Secretary: Serena Samra
  - Communications: Madeline Dams
  - Fundraising Coordinator: Vacant
- We will have two members leaving in one year. We will need to raise awareness to recruit parents.
- Discussion on ideas of how to promote participation in CPAPA

## 7. 2023/2024 Year Fundraisers

- A fundraiser coordinator is preferred
- Raise awareness in September for ideas and a coordinator
- Sept 2023 meeting will have discussion on fundraising approach
- Fundraisers in the past: Poinsettias, Purdys, Krispy Kream donoughts
- Representatives from CPAPA at Sept-21-2023 CMS Welcome Night

## 8. Next Year's Meetings

- Meetings will take place on Mondays at 7:00pm
  - Sept 11
  - Oct 5 (Thursday)
  - Nov 6
  - Dec 4
  - Jan 8
  - Feb 5
  - Mar 4
  - Apr 8
  - May 6
  - Jun 17 (AGM)

## **9. Meeting Adjourned**

- Motion to adjourn by Karycia; seconded by Rachel
- Meeting Adjourned at 7:51pm.
- Next meeting September 11, 2023 at 7pm