

**Cypress Woods Orchestra Parents Association Meeting
Orchestra Classroom
November 2, 2015**

Meeting called to order at 6:00 p.m. There were 31 attendees.

President's Welcome

* Patricia Kirkpatrick

The minutes from the previous meeting were unavailable. They will be published on the orchestra website and e-mailed to parents. A motion for approval will be called for at the next meeting.

Treasurer's Report – Sonya McBride

* see report attached to these minutes and posted on the orchestra website

Vacant Board Positions

***The position of Vice President remains open.**

*Secretary – Roxann Tucker was unanimously voted in for another term

Vacant Committee Chairperson Positions

Annual Poinsettia Fundraiser (major fundraiser) – “shadow” of current chairperson who will then become chairperson for the next school year.

Banquet – annual event held in May to celebrate and recognize a successful school year. Michelle Jernigan is currently only chairperson for this committee, the ideal would be to find a co-Chair to work with Mrs. Jernigan.

Committee Chair Updates

Fishburn Instrument Drives

* Lisa Henney – Chairperson

* thank you to all who volunteered to work a drive

* \$2,390 made

* dates for spring instrument drives will be announced as soon as set by Mr. Fishburn

Poinsettia Fundraiser

*President Kirkpatrick on behalf of Martha Hoelscher, Chairperson

* approximately 832 plants ordered

* parent volunteers will be needed upon delivery, sign-up link will be e-mailed

Student Officers

* President Jessica DeFreese

* bake sale – December 2nd

* officers are in process of learning who within the administration is needed to be contacted regarding approval for this fundraiser

Winter Concert

* Thursday, December 10, 7:00 p.m., school auditorium

* annual tradition of inviting alumni to perform “Wizards of Winter” with current students

Winter Social/Secret Santa (gift exchange)

* December 11th 2:45-5:00

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Spring Orchestra Trip

- * original out-of-state destination denied, trip will be in-state
- * information e-mailed, available at meeting and attached to these minutes
- * students have been notified

The meeting adjourned at 6:25 p.m. The date of the next meeting has not been determined. Notifications will be made once a date has been set.

Respectfully submitted by

Roxann (Roxy) Tucker
Secretary

DRAFT

**Cypress Woods Orchestra Parents Association Meeting
Orchestra Classroom
September 8, 2015**

Meeting called to order at 6:04 p.m. There were 80 attendees.

President's Welcome and Introduction of Officers

President - Patricia Kirkpatrick
Vice President – OPEN BOARD POSITION
Treasurer - Sonya McBride
Secretary - Roxann Tucker

President Kirkpatrick welcomed those in attendance and thanked them for taking the time to attend the meeting. She then went on to explain that O.P.A. is a booster organization that provides financial and volunteer support to help ensure the success of the students and directors. The cost to become an O.P.A. member is \$25 per family and ALL families are strongly encouraged to participate as the funds raised help fund clinician visits to the classroom, classroom supplies and social events including an annual banquet.

Orchestra Directors

Director - Victoria Campion
Assistant Director - Stephanie Withrow

Treasurer's Report – Sonya McBride

* see report attached to these minutes and posted on the orchestra website

* Treasurer McBride reiterated the importance of O.P.A. in supporting the orchestra students and directors.

Approval of Minutes and 2015/2016 Budget

Lisa Henney made the motion to approve, Jim Finnigan seconded. Motion was passed.

Vacant Board Positions

President Kirkpatrick explained that at the last meeting of the previous school year the organization had open the position of Vice President and Secretary. Since that meeting Roxann Tucker agreed to remain as Secretary. **The position of Vice President remains open.**

To save time the vote to accept Roxann Tucker as Secretary will be postponed until the next meeting in hopes of having a candidate for the position of Vice President to vote on at the same time.

In order to serve as an O.P.A. Board member or Committee Chair it is necessary to be a paid member of the organization.

Vacant Committee Chairperson Positions

Annual Poinsettia Fundraiser (major fundraiser) – “shadow” of current chairperson who will then become chairperson for the next school year.

Hospitality – committee hosts annual student ice cream social (early September); provides treats to the orchestra students to help celebrate successful events (concerts/Region Orchestra Auditions); hosts a Judges' Hospitality Room during Cy-Woods hosted Region or UIL events; arranges for pizza for the students when after-school clinic days occur.

Banquet – annual event held in May to celebrate and recognize a successful school year. Michelle Jernigan is currently only chairperson for this committee, the ideal would be to find a co-Chair to work with Mrs. Jernigan.

Car Wash – manage this mostly student-led fundraiser (typically two per school year)

Volunteer Opportunities

- * the parent organization cannot meet its mission of supporting the Cy-Woods High School Orchestra without parental support
- * multiple volunteer opportunities throughout the school year
- * regularly check orchestra website for opportunities
- * e-mails containing links to the website SignUp Genius
- * sign-up sheets available at meetings

Fundraising Opportunities

Poinsettia Fundraiser

- *Martha Hoelscher - Chairperson
- *annual major fundraiser (over \$4,700 made for 2014/2015)
- *orders – students take orders and payments until September 29
- *delivery to school – December 10 (**parent volunteers needed**)
- *students pick up – same afternoon as delivery to school
- *information packets will be given to students later in the week

Returning parents gave witness to the fact the plants are beautiful and well-priced. It was also pointed out this fundraiser benefits the plants' supplier, The Brookwood Community.
(<http://www.brookwoodcommunity.org/>)

Fishburn Instrument Drives

- *Lisa Henney – Chairperson
- *bi-annual (twice/school year) fundraiser
- *if not fully staffed this fundraiser will be lost to another school
- *adult volunteers only - assist Mr. Fishburn during district wide instrument drives wherein parents rent or purchase instruments for their beginner orchestra student (**O.P.A. receives double payment for bilingual volunteers**)

Orchestra Parents Association Membership

\$25 annually (paid at the beginning of each school year)

Friends of Cy-Woods High School Orchestra

Parents, extended family members, friends, and businesses have the opportunity to support the orchestra with monetary donations. Based on the amount of donation, benefactors' names may be listed on the orchestra website as well as included in concert programs. Of course there is also an option to remain anonymous.

Kroger Community Rewards

Families are encouraged to register their Kroger shopping card and designate Cy-Woods Orchestra as the recipient. Kroger will give a percentage of that customer's shopping bill back to the orchestra. Informational flyers are available at meetings and a link is posted on the orchestra website.

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Charms Website and Remind

Assistant Director Stephanie Withrow explained the Charms website and reminded parents to check it frequently as well as the Cy-Woods Orchestra website in order to stay informed.

Parents are also able to sign-up for Remind (formerly Remind 101) text message updates which are sent by Ms. Campion and Ms. Withrow. Each orchestra level has its own Remind sign-up number.

Formal Uniforms

Roxann Tucker, uniform chairperson, updated attendees regarding new policies for the formal student uniforms which O.P.A. helps supply. The Orchestra Student Handbook has all the information. Mrs. Tucker has been working to get a uniform and garment bag checked out to all students and hopes to complete the process the following week.

Student Officers

Senior orchestra student, Jessica DeFreese, was introduced as the President of the Student Officers. Ms. DeFreese announced plans for a car wash fundraiser to be held the following Saturday, September 12th. Students have been encouraged to sign-up to help work.

Ms. DeFreese announced plans for the students to decorate a float for the annual Homecoming parade. If anyone has a trailer they are willing to lend for the event please let Ms. Campion know right away.

The students are also sponsoring a booth at the Cy-Woods Carnival being held on September 18th. If anyone has contact with a company who is willing to donate use of karaoke equipment please contact Ms. Campion.

One of the Wildcat Mascots will also be available for a time at the booth for pictures.

Ms. Campion closed the meeting by thanking those in attendance for taking time to attend. President Kirkpatrick reiterated the appreciation and encouraged all to attend the next meeting. The first meeting of the school year takes more time, subsequent meetings will not last as long.

The meeting ended at 7:10 p.m. The next meeting is scheduled for October 5, 2015 at 6:00 p.m. but may need to be changed due to the annual Cy-Woods Homecoming Parade.

Respectfully submitted by

Roxann (Roxy) Tucker
Secretary