

## Minutes of the Meeting of the CHS Dance Parent Committee

Tuesday, January 8, 2013

### Attendance:

Douglas Frosst Chris Innocente Laura Payant Jennifer Morey Kathleen Laskoski Michelle McDonald Nancy Miles Kelly Harrison Frank Maestri Mark Monahan	Kaitlind Gorman – Grade 11 Abbey Innocente – Grade 10 McKenzie McDonald – Grade 9 Emily Keenan - Grade 12
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### 1. Opening Remarks

As Co-Chair of the DPC, Douglas Frosst welcomed all attendees and chaired the meeting.

### 2. Review of the [Minutes of the December 11, 2012 meeting](#)

The minutes of the December 11, 2012 meeting were approved.

### 3. Outstanding items for Dance Night 2013

- a. Tickets - posters are up and tickets are on sale now.
- b. Calendars -only 2 are left unsold. Ticket, DVD and Calendar package to be taken down from website.
- c. Rehearsal schedule - was distributed and reviewed by Chris. Chris advised that the teachers have decided not to help with Dance Night but that Connie will check in on things, it being understood that she is not to be in charge. All volunteers are to have ID badges on while at the school. Chris advised all studios, change rooms, behind curtain will have to be strictly female volunteers with one high risk volunteer in each area. There are just enough people to cover all areas.
- d. Dance Night schedule - was distributed and reviewed by Chris. Electronic copies of schedule to be sent out tonight.
- e. Tables and signs - Douglas confirmed the number of tables required and that signs are to be ready.
- f. Food for rehearsals Connie confirmed that Monday night (tech rehearsal) there will be pizza ordered by her, but no food any other nights.

- g. Programmes - Douglas indicated a draft programme was done, Connie to send Douglas the few remaining items needed including dancer list for second Grade 10 piece, replacements for dancer who will be absent (from each piece), photos. Grad letter being reviewed. It was agreed that with so many parent volunteers involved this year, a generic thank you to them would be in the programme. Connie gave Douglas graphics for remaining ads. Programmes going to print Friday and 400 are to be printed.
- h. Filming - Douglas is filming both nights and the dress rehearsal. Voice over recordings proceeding this Thursday and Friday.
- i. Publicity and marketing - the invitations and press release are ready. Mark M is to send out press release through his office. Connie is to give copy of release to Mark.
- j. Grade 9 job assignments - ready for Abbey now.
- k. Silent Auction - bidding sheets being prepared, pens to be provided by Connie, list of items for website to be prepared.
- l. Bake Sale - Connie to get cash boxes to Chris. Frank reported on donations of water, pop, juice from Independent Grocer and Loblaws Elmvale, and outstanding items were decided on. Nancy to bring in trays, Chris to get Laura quantity needed for fruits and vegetables needed. It was confirmed that the baking email was sent to Grade 9s.
- m. DVD - order forms done
- n. Announcements - pre-show speech to be made by Grade 12, pre-intermission by Chris.
- o. A one-pager will go out on Dance Night the end of this week.

#### **4. Closing Remarks**

The next meeting of the DPC will be on Tuesday, February 12, 2013.

Original signed by:

Douglas Frosst or Chris Innocente  
Co – Chairs

Nancy Miles  
Secretary