

# DRAFT MINUTES

**Creative Arts Parents Association (CAPA)  
Meeting Minutes: October 4, 2012  
WHS Library**

**Board Members present:** Claire Sehringer, Co-Chair; Karin Halperin, Treasurer; Kathryn Welter, Member at Large and Grant Committee Chair

**Faculty present:** Susan Memoli

**Others present:** four parents

The meeting was called to order at 7:37 pm by Co-Chair Claire Sehringer.

1. **Old Business:**

Claire Sehringer presented information regarding ticketing for the upcoming A Cappella concert that will be held on December 1. Tickets will be sold at the Wayland High School Main Office, Russell's and Donelan's. Tickets will also be available for purchase online. Claire is considering several providers of online ticket vending services. She is currently focusing on Eventbrite. Members expressed concern regarding the cost of using an online ticket vending service. Claire indicated that Eventbrite charged a moderate service fee, perhaps one dollar per ticket, and that most likely that fee would be paid by the purchaser. Claire indicated that she would continue to make inquiries regarding details of using an online ticketing vendor. In response to inquiries, Claire indicated that the capacity of the Main Stage is approximately 600, which members agreed would provide adequate tickets for on campus, community and online ticket sales.

2. **New Business:** There was no new business to discuss.

3. **Report of the Grant Review Committee:**

Kathryn Welter presented the report of the Grant Review Committee. There is currently three thousand dollars (\$3,000) allocated in the budget for faculty grants. The eight members of the Grant Review Committee met separately to review four faculty requests for CAPA grants. Prior to this meeting, Principal Pat Tutwiler had reviewed the four faculty requests and his comments were considered by the Committee members during their discussions. The four faculty member requests were as follows:

A. Joe Oneschuk, Band, Theory and General Music teacher, requested funding to replace a bass amp and broken and torn patch cords in the amount of four hundred and twenty-nine dollars (\$429.00). In his review of this request, Principal Pat Tutwiler indicated to the Committee that these items could be funded out of this year's school budget. The Grant Review Committee does not recommend that CAPA approve funding this request.

B. Joe Oneschuk also requested funding for a plastic trombone. The plastic trombone is a fully-functioning trombone. The school currently has only five trombone players and Joe hopes that the plastic trombone will increase interest in trombone playing. The Grant Review Committee recommends that CAPA approve funding this request in the amount of one hundred and fifty nine dollars (\$159).

C. Alicia Fine, Visual Arts teacher, requested funding in the amount of seven hundred and sixty-five dollars and seventy cents (\$765.70), plus shipping costs, for equipment for her Metalworking class to supplement the basic equipment which CAPA has partially funded previously. Alicia requested funding for three supplemental tools that would allow the students in the class to work faster and produce a more

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professional-looking result, as well as two key pieces that were missing from the original basic equipment. The Grant Review Committee recommends that CAPA approve funding this request.

D. Janet Armentano, Visual Arts teacher, requested funding for a field trip for one of her classes to the Worcester Art Museum in the amount of four hundred and forty dollars (\$440). This request had previously been submitted to CAPA last spring at a higher dollar amount, at which time the Susan Memoli had indicated a preference for funding the basic equipment for the Metalworking class at that time and submitting this lower funding request, which would require students participating in the trip to contribute to the cost of the bus and perhaps a materials fee. In response to questions, Susan indicated that Pat Tutwiler oversees a fund for the purpose of providing scholarship assistance to students who would be unable to participate in the trip for financial reasons. The Grant Review Committee recommends that CAPA approve funding this request.

The total cost of the grants recommended by the Grant Review Committee is one thousand three hundred and Sixty-four dollars and seventy cents (\$1,364.70) plus the cost of shipping the metalworking equipment.

Following a paper ballot vote, the seven CAPA members voted unanimously to approve funding the plastic trombone, metalworking equipment and field trip to the Worcester Art Museum. With respect to the request to replace a bass and patch cords, the CAPA members voted five against with two abstentions. This vote is consistent with the recommendation of the Grant Review Committee.

CAPA approves funding:

- a) a plastic trombone in the amount of \$159;
  - b) metalworking equipment in the amount of \$765.70 plus shipping cost; and
  - c) a field trip to the Worcester Art Museum in the amount of \$440,
- for a total of \$1,364.70 plus the cost of shipping the metalworking equipment

#### 4. Open Discussion:

Committee members asked Susan whether chorus director Rachel Carroll had been able to schedule a trip to New York City for chorus students this year. Susan told the committee that the date that Rachel Carroll had originally booked was St. Patrick's Day. Because this would be a difficult time to bring a group of high school students to New York City, the tour group suggested she pick another weekend. There is no other open weekend available in the school calendar. Rachel will pick another activity for her classes this year. Under consideration is a master class at school or perhaps a day trip.

There being no further business to discuss, Kathryn Welter moved that the meeting adjourn. Karen Halperin seconded the motion. After a unanimous vote, the meeting of the Creative Arts Parents Association was adjourned, after very efficiently completing its business, at 7:58 PM.