

Cedar Crest Academy Bellewood Parent Association
Meeting Minutes
1/17/2025 2:00PM

CALL TO ORDER

The meeting was called to order at 2:00PM PST on Jan 17th, 2025

ATTENDEES

Michelle Wang, Shu Huang, Tan Shu, Jessica Guo, Lumi Feng, Elena Saygo, Kathy Guo, Yingying Feng, Michelle Li, Serena Zhang

ITEMS

Financial Updates

- *Presented by* Jessica Guo
- *Discussion/Notes:*
 - **Year-to-Date Financials:** Reviewed December and annual financials. Final year-end reports require peer review and CPA approval.
 - **Holiday Gift Card Purchase:** \$5,168 were collected from parents. Out of the amount, \$128 is Paypal transaction fees.
 - **KidsQuest Museum Event:** \$6,439 is the final cost.
 - **Membership Dues:** The school may still have membership dues collected, possibly explaining a budget gap.
 - **Field Trips:** Parent Association will distribute \$30 per student to the school for field trip planning.

Preprimary Event Updates

- *Presented by* Michelle W., Lumi Feng
- *Discussion/Notes:*
 - **Lunar New Year Event:**
 - Date/Time: Wednesday, January 29, 10:00 AM.
 - Schedule:
 - First 30 minutes: MPR activities for preprimary students.
 - Next 30 minutes: Tour of the upstairs (2nd and 3rd floors) led by teachers and students.
 - Cost: \$630 (includes \$300 for upper-class activities).
 - **Potential Future Events:**
 - Bubble Man Show or Fire Department Demonstration planned for the last quarter of 2025.

School-Wide External Event Updates

- *Presented by:* Serena Zhang, Michelle W.
 - **Kraken Skating Event:**
 - Date: Saturday, March 15, 2025 (afternoon).
 - Cost: \$11 per person for skating.
 - Details:
 - Alternative activities (e.g., St. Patrick's Day crafts) for non-skaters discussed.
 - Walkers for young skaters available at an extra cost.

- Parent volunteers who can skate will supervise safety, particularly near hockey players.
- Waivers required (available on the PA portal).
- Session Adjustment:
 - Reduced to 1 session (1:30 PM – 2:30 PM).
 - Maximum 300 skaters; cost reduced to \$2,700.

□End of School Year Events

- *Presented by: Serena Zhang, Michelle W.*
 - **Remlinger Farm Event:**
 - Cost: \$200 for a Pony Party Room.
 - Budget: \$5,000.
 - Admission: \$25 per person.
 - Food: Attendees cover their expenses, or catering is an option.
 - **Social Event Budget:**
 - Only two classrooms have applied so far.
 - **Parent Survey Proposal:**
 - Parents have requested a survey on post-CCA plans.

□Book Drive and Author Visit

- *Presented by: Mimi Li*
 - **Book Drive:**
 - Scholastic book selection under review; toys currently outsell books.
 - Considering Usborne Books and virtual events as alternatives.
 - **Author Visit:**
 - Date: March, during Read Across America.
 - Cost: Estimated at \$7,000.

□Other Updates

- School Uniform Exchange: Scheduled for the coming weeks.
- New Uniform Vendors: Expected soon.
- Elementary Performance: A week before spring break.
- Volunteer Hours:
 - Monthly recording by PA.
 - Hours accessible to parents via the portal.

ADJOURNMENT

The Board Meeting was adjourned at 3:00 PM PST.