

Step-by-step Guide to PA Website and Due Payment

Step 1: Go to our PA website: [Cedar Crest Academy Bellewood Parent Association \(ourschoolpages.com\)](https://ourschoolpages.com)

New Members:

A user account has already been set up for you. Click "Sign in" in the upper right corner and click "Don't have a password" and enter the email address that is registered with the school then follow the instructions. Once logged on, proceed to Step 2.

Existing Members: please sign into your account.

Step 2: When signed in, please click on the "Membership Enrollment" tile on the left panel, read instructions and click "Next".

WELCOME TO THE CEDAR CREST ACADEMY BELLEWOOD PARENT ASSOCIATION!

NEW MEMBERS - Please enroll and pay your 2023-2024 dues by **October 31, 2023**. A user account has already been set up for you. Click "Sign in" in the upper right corner and click "Don't have a password" and enter the email address that is registered with the school then follow the instructions. Once logged into your account, return to this page and click "Next" to begin your enrollment and to pay your dues.

EXISTING MEMBERS -Please enroll and pay your dues by **October 31, 2023**. BEFORE proceeding, you must sign into your account. Once logged in, click "Next" on this page to complete your enrollment and to pay your dues.

*****BEFORE PROCEEDING, PLEASE READ THE FOLLOWING INSTRUCTIONS.*****

On the **Family info** page, please make sure to review and if necessary, update your family information. **Please be sure to enter your child(ren)'s name(s) as you would like them to appear in the yearbook.**

On the **Vote Now!** page, if you're not sure whether you will be attending the virtual annual meeting on October 18, 2023 (see detail on PA email), please consider casting your proxy vote online now for the 2023-2024 board members and budget proposal. This will help save time and ensure that we meet quorum.

Finally on the **Payment Page**, please submit your membership dues. Please note that we accept payment by **credit card only via this website**. We will not be able to make any exceptions to this policy. Thank you for your understanding.

Questions? Please email us at ccabellewoodpa@cedarcrestacademy.org.

next

Step 3: Add your child and parent information on the next page, then click "Next"

2023-2024 Membership Enrollment



Families, please verify and update current contact information, including student grade level. If the teacher is unknown, click "edit" and select "not known or not listed" in the teacher drop down menu. Then, click "next" to continue.

Parents

+ new parent

Address (no address)
Home phone
Cell phone
Employer
delete edit

Address (no address)
Home phone
Cell phone
Employer
delete edit

Students

+ new student

Grade 1
Teacher Mrs. Asheim
delete edit



Step 4: Click on "Next", read through the welcome message and board info. Once you see the proxy page, please vote and type your name, then click "Next"

Vote Now!

VOTE NOW TO APPROVE THE FOLLOWING: \$0.00 \$0.00

***2023-2024 proposed budget**

***2023-2024 board members and officers:**

- Justine Thompson for President
- Michelle Wang for Vice-President
- Heather Wang for Secretary/Director
- Mingxin (Mimi) Li for Treasurer/Director
- Dhivya Vijaya Kannan for Director of Library
- Jun Yuan for Director of Communications
- Jessie Zheng for Director of Programs and Grants

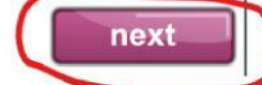
remove

Please make your selection below. By typing MY NAME HERE, I confirm my proxy vote.

yes to all

add one to my cart

This Page Item Count: 1
This Page Total Amount: \$0.00



Step 5: On the Dues and Contributions page, please select your child(ren), and click on “Next”

Dues and Contributions

Membership dues for first student	\$70.00	\$70.00
Membership dues for each additional student	\$50.00	

Your Charitable Donation **\$0.00**

Yes, I would like to contribute to the high quality programs that enrich the student's educational and social experience at Cedar Crest Academy.

Cedar Crest Academy Bellewood Parent Association is a registered 501(c)(3) non-profit organization. EIN ID #81-4079977. All contributions are tax-deductible to the extent allowed by law.

Do you know you can double the impact on donations to PA by initiating matching at employers? Check out our [Corporate Matching](#) page.

Memo

\$25.00 \$50.00 \$75.00 \$100.00

Other: \$ 0.00

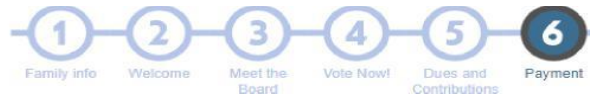
This Page Item Count: 2
This Page Total Amount: **\$70.00**

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Step 6: Make your payment for the PA dues. Once you click “Next”, it will take you directly to the PayPal page for the payment.

Do you know you can double the impact on donations to PA by initiating matching at employers? Check out our [Corporate Matching](#) page.

2023-2024 Membership Enrollment



Payment

Your order is not complete yet. Please review your order and click Next.

VOTE NOW TO APPROVE THE FOLLOWING: yes to all, Notes: " " " "	\$0.00
Membership dues for first student	\$70.00
TOTAL	\$70.00

Credit card

Pay securely at PayPal.com using any major credit card. A PayPal account is not required.

VISA MasterCard DISCOVER BANK PayPal

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