



Invest in the Future
of our children

Friends of Bishop Allen Academy
Minutes of Meeting: November 20th, 2007, 7 pm.

In attendance:

Krystyna Dix
John Grassby
Art Hileman
Andrew Kwiatkowski
Mark Tuohy
Don Walker

1. Call to Order

2. Review of Constitution and Operation of Friends of Bishop Allen (FOBA)

- a. Consensus that there is a need to restructure FOBA so that it is more efficient and better managed
- b. Vote called to review and renew constitution. Motion presented by A. Kwitakowski and seconded by A Hileman. Motion carried.
- c. Need to review the constitution line by line. Art will scan constitution and send it to committee members who will make revisions. At next meeting all revisions will be reviewed and voted upon.
- d. Suggestions for new directions for structuring FOBA:
 - i. Chair of FOBA be a parent; 2 other parents sit on FOBA council along with one teacher and one student (possibly student council member).
 - ii. Three FOBA meetings a year.
 - iii. FOBA, while distinct from CSAC, will have a closer relationship to it.

3. Next Meeting to Review Constitutional Revisions: December 15, 2007

- a. Must announce this meeting to school and parent community at least ten days in advance, according to current constitution

4. Campaign for 2007

- a. Andrew has distribute FOBA letters and envelopes in report card distribution
- b. John has drafted letter (donation request) to be distributed at Parent Teacher Interviews (November 22, 2007)
- c. Andrew, Art, and John will set up FOBA information table and have student volunteers hand out letter, along with school maps; CSAC will prepare coffee and refreshments
- d. Don to make sure tables are in foyer, and that FOBA banner is located; request student volunteers to assist with evening

5. Stronger CSAC/FOBA Presence at School

- a. Andrew suggested many ways in which the CSAC and FOBA could have a stronger identity in school:
 - i. Table/presentation at Grade 8 open house
 - ii. Barbeque for new parents/students
 - iii. More parental involvement at concerts and drama events
 - iv. CSAC/FOBA table at Grade 8 registration night
 - v. Silent auction at Parent-Teacher interviews

6. Alumni

- a. Need to build alumni data base
- b. Suggestions:
 - i. 20th anniversary of BA in 2008-2009: create event to which alumni are invited
 - ii. Create alumni tab on website
 - iii. Set-up table at graduation night to gather contact information from graduates.

7. Adjournment

8. Next meeting December 18, 2007, 7:00pm in the BA board room