

Westmount High School Parent Participation Organization (PPO)  
Minutes – April 19, 2018

**Present:** Alexandra Zorbas (and husband Bruce), Linda LeMoynes, Dana Brown, Miyuki Nakamura, Eun Ju (Michelle) Kim, and Charlotte McCaffrey.

**Regrets:** Martien de Vletter, WHS Admin.

1. **Welcome:** Alex led the meeting in Martien's absence.
  
2. **Spaghetti Dinner (Thursday, April 26<sup>th</sup>):** Alex reported that things are coming along well. They are planning supplies for 150 people, including prefects, cooking club members, support staff, etc. Martien has the total count of tickets sold thus far but reported, by email, that we have sold enough! We discussed the possibility of selling tickets at the play next Tuesday and Wednesday (7pm?). We have some raffle prizes (Dana knit a purple hat and leggings to donate, Alex has a gift card, and there are some other items). The Spaghetti Dinner sub-committee will be meeting again on Sunday to finalize everything. They have a few things to confirm with Admin still.
  - a. **Outstanding questions for Admin:**
    - Is Vince released from other duties so he can be in charge of the music (Alex confirmed with him this evening that he can take care of our A/V needs)?
    - What time can we get into the kitchen on Wednesday?
    - Can we use a classroom as a coat room, as was done last year, in case of rain or cold weather?
    - Is admin providing the plates and cutlery (biodegradable) again or do we need to purchase them?
    - Is Ms Mapp confirmed for the short films by students in the auditorium after dinner and raffle?
  
  - b. **Supplies:** The donated pasta and sauce will be picked up on Tuesday, April 24<sup>th</sup>, and Bruce will pick up the donated veggies from Supermarché PA on Wednesday before coming to WHS to prep. Buns are not being donated this year so Alex will purchase those and any other outstanding items after Sunday's meeting. Michelle gave Alex \$205.70 from the PPO cash box (counted with WHS admin) to purchase outstanding items. Alex, Bruce and Charlotte confirmed there is coffee and a coffee maker in the PPO office as well as plastic for table cloths. Alex will check if the butter packets are still in the staff freezer and useable – if not she will purchase some – and she will bring a water dispenser. We can add lemon, cucumber, etc. to make it a little fancier.

- c. **Prep Wednesday, April 25<sup>th</sup>**: Anyone who is available is invited to come after 5pm on Wednesdays to get the kitchen prep done. We will have a few helpers from the Cooking Club.
  
- d. **Dinner Thursday, April 26<sup>th</sup>**: Alex hopes to arrive about 2:30 but has to confirm when we can get into the cafeteria. Tables will have to be wiped and set, raffle prizes set out, etc. Everyone who is available is encouraged to come help out. We've asked for 5 prefects who will be in charge of the dessert table. No tickets will be sold at the door.

Minutes submitted by Charlotte McCaffrey