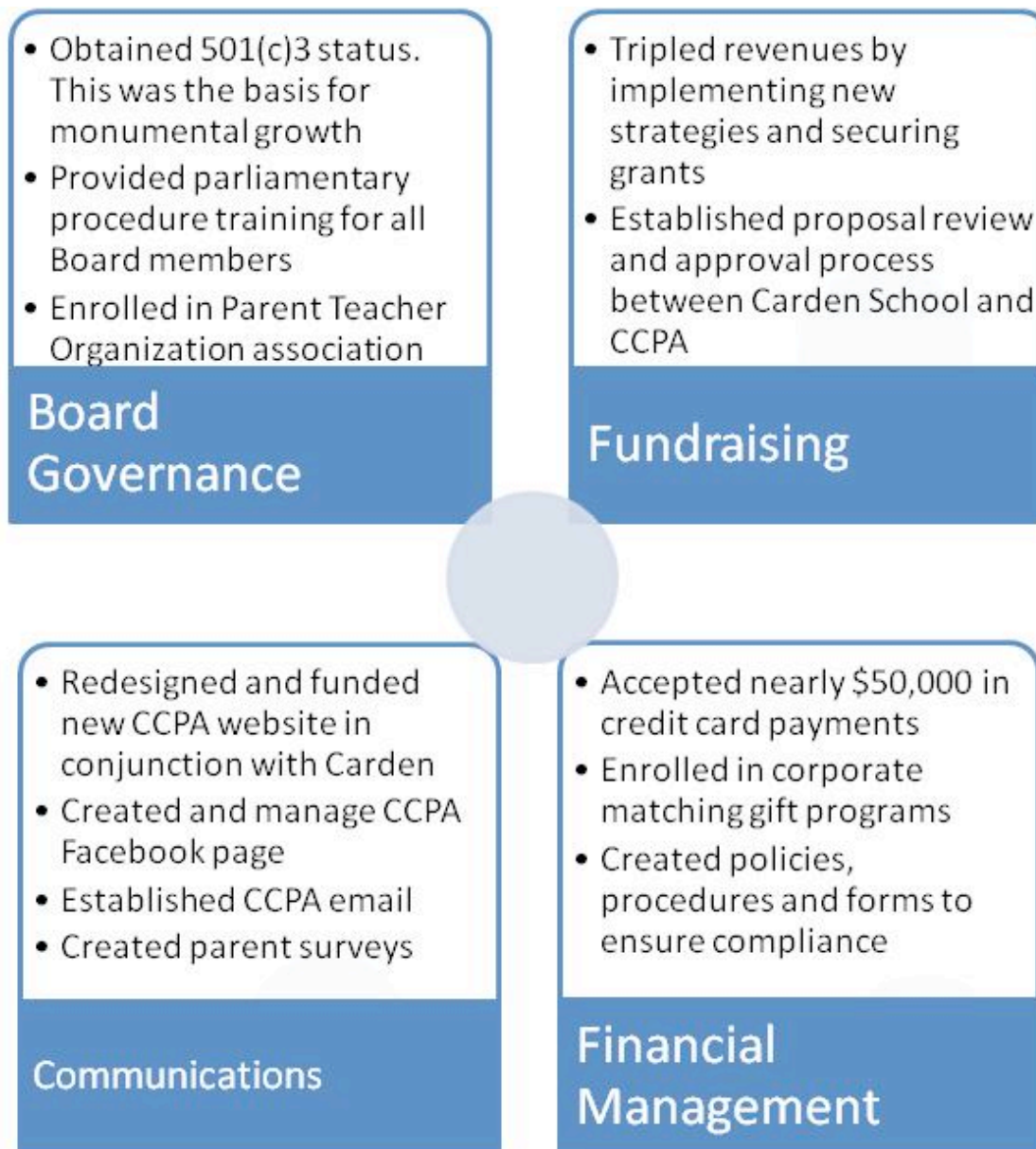


Congratulations to you and your children on another successful year at Carden Conejo! Only a few days remain in this academic year. As parents and friends, we share your pride plus a bit of relief that summer is rapidly approaching.

As the Carden Conejo Parents' Association (CCPA) Board, we wanted to take a few moments to reach out to you to share our (a) progress in 2014-15 and (b) plans for 2015-16. Collectively, we have had tremendous success over the past ten months and we must plan for our continued trajectory for next year and beyond.

**We grew and evolved:** We share your love for "tried and true" events and traditions. However, our organization is vastly different than it was previously. We believe that a parents' association must meet our mission by making necessary governance and structural changes. In summary, we made the following large scale changes this year:



Did you know that we secured special purpose grants totaling \$75,200? These funds have been or will be used to:

<b>Amount</b>	<b>Designation</b>	<b>Approved Items</b>
\$50,000	The Arts	(a) An outdoor mural (b) New equipment and furniture in the Art room including SMART Board, laptop, tables and stools, pottery wheels, clay storage units and more (c) Upgrades to the Auditorium including the stage lights and sound systems, laptop, new backdrops, instrument storage units, instruments and more.
\$25,000	Technology, Science, Engineering Math	(a) Upgrading the Computer Lab with 20 new workstations and monitors, (b) Field trip to California Science Center for grades K-5 (c) Engineering kits from the Museum of Boston (d) Supplemental FOSS Science materials (e) Cricut cutters and a printer for the Primary School
\$200	Special Assembly	Funds were given to members of the Cambalache music group.

**In total, CCPA invested over \$157,000 back into Carden Conejo this year alone.** Coupling the aforementioned grant money with the enormous investment in technology using proceeds from Jog-A-Thon / Hip Hop Hooray, Carden Conejo received an unprecedented amount of funds. CCPA reinvested in all of our children. Few primary or elementary schools are the beneficiaries of such an investment.

**We are still doing the activities that families love.** Many of the events sponsored by the CCPA are near-and-dear to all of our hearts. These 25 events are labor intensive requiring committees to plan the events and volunteers to staff them.

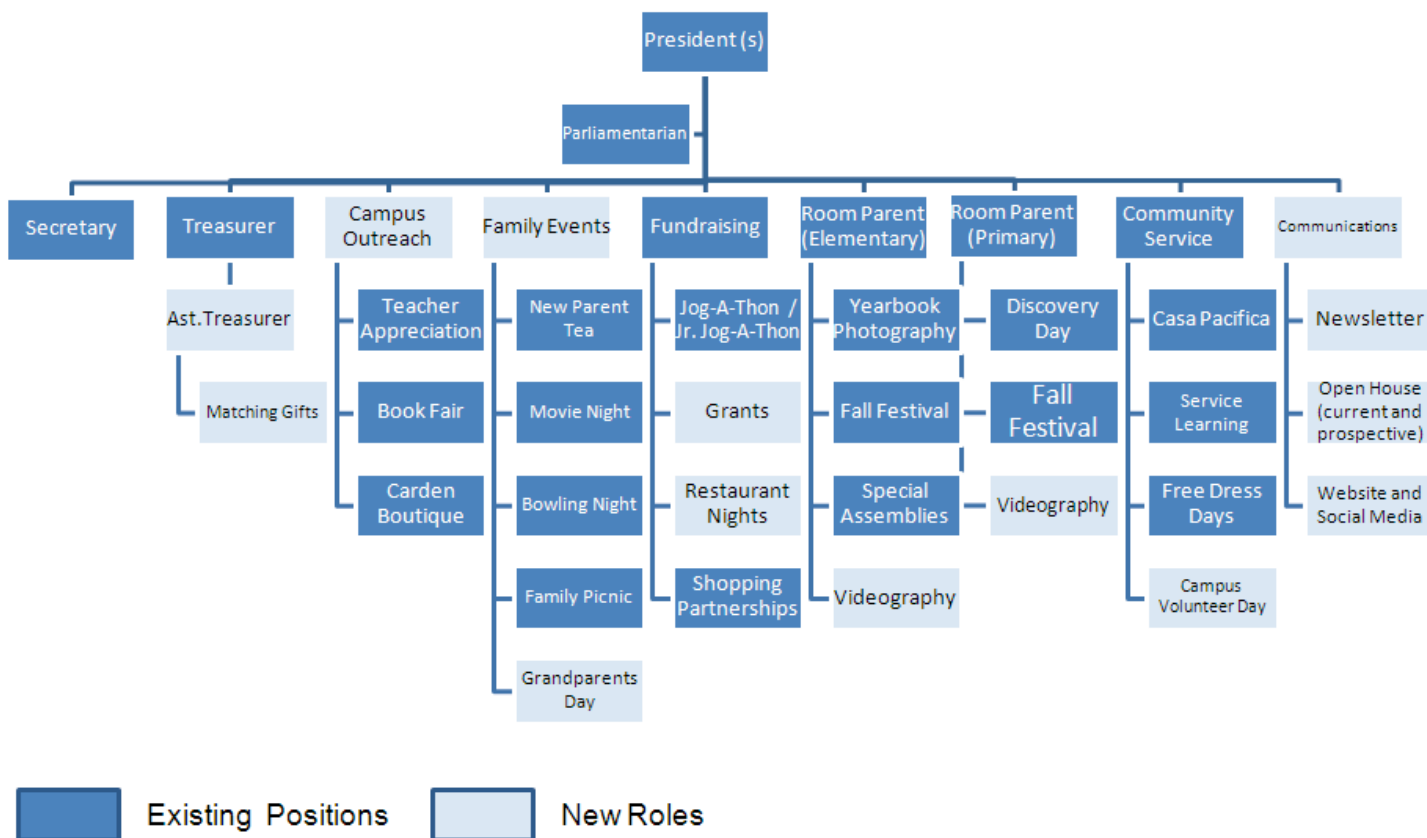
<u>Event Title</u>	<u>Specific Activities</u>
Social Events	Welcome Back Coffee, New Parent Tea, Movie Night, Bowling Night, Family Picnic
On Campus Fun	Fall Festival (Primary and Upper School), Discovery Day (Primary School), Special Assemblies (Healthy Living Day and Musical Performance)
Community Service	Hunger Awareness and Action Week, Casa Pacifica greeting cards – Halloween and Valentine’s Day, Casa Pacifica holiday doves, Wear-What-You-Want-Wednesday
Fundraising	Jog-a-thon and Hip-Hop-Hooray, Book Fair, Celebration and Rewards Party, School Cents, Restaurant Nights
Appreciation of Others	Teacher Appreciation Breakfast, Teacher Appreciation Luncheon, Grandparents Morning

Sadly, over half of these events this year did not have a Chair / Co-Chair. The Board members agreed to lead many of these events in addition to their responsibilities. This model is unsustainable thus we have to make some changes.

**We are proposing changes for 2015-16:** Given the growth of enrollment in the lower grades coupled with our new organizational changes, CCPA is poised for tremendous possibility. As outlined by the changes we have already implemented, we remain committed to making CCPA a premiere parents' association and a preferred partner for other area non-profits. Our plans include the following:

Topic	Current Status	Proposed Change	Rationale
Dues	\$50 per family	Increase of \$25-\$50 per family	As a 501(c)3, we have considerable organizational expenses that did not incur previously including professional service fees (accountant to complete our taxes, website development and maintenance fees, credit card processing fees, etc). For 2014-15, we absorbed these fees but now we must plan to increase revenues to cover these expenses for future years.
Volunteer Hours	No volunteer hour requirements	Each family must actively participate on at least 1-2 committees or 10-20 hours annually.	Most private schools or their supporting parents associations have a minimum number of volunteer hours that families are expected to provide. In order to continue to offer the aforementioned events, we need parents to serve as a Chair / Co-Chair and staff the committees. If not, we will be forced to cancel events. The Flemings are supportive of this change.
Committee Structure	Each event is largely isolated from one another, leaving little transferrable knowledge and learning from event-to-event	Committees: -Family Events -Fundraising -Campus Outreach -Community Service -Room Parents -Communic.	Each event would be placed into one of six committees. Committee Chairs would report to the Board position. Committee Chairs are welcome to attend Board meetings but are not required to do so. Each event would require a Chair / Co-Chair to be confirmed at least one month in advance, with a team of committee members to host the event. If not, event will be canceled due to lack of engagement / participation.
New Board Members		Family Events, Campus Outreach and Communications	Given the aforementioned organizational changes and family participation, our new Board members will help ensure events run smoothly and are properly resourced. In addition, we plan to have a dedicated role for various forms of Communications.

## Proposed Board and Committee Structure:



**We welcome your participation and input.** We realize that these changes will result in a cultural shift for our members. They will require more from our parents. However, CCPA has grown as an organization, thus our engagement level must adapt as well. As Board members, our responsibility is to plan for the future and to ensure the organization is poised for future success. We want your input as we discuss these proposed changes over the next six weeks. Reach out to us, participate in the annual survey and share your thoughts in a constructive fashion. Propose meaningful solutions to the issues CCPA is facing.

Throughout the summer, the 2015-16 CCPA Board of Directors will meet to review parent survey responses, establish the events calendar, set fundraising goals, create and approve the budget, establish organizational goals and individual Board member role goals and more. We cannot plan for the future without your engagement.

**We thank you.** We echo our sentiments from January when we mentioned that our success is due to the many parents who have volunteered to lead this organization before us. Whether as a Board member, Committee Chair or as a volunteer, we thank you for your dedication and service. We hope that you feel as though our efforts are building upon the legacy you created. We appreciate each of you who have provided tremendous energy and enthusiasm to CCPA this year.

We are nine people who are committed to ensuring our Carden children receive rich experiences and that parents have an opportunity to engage with one another. We strive to fulfill our CCPA mission and to prepare the organization for the future. Look for many more communications coming your

*With warm wishes and regards,*

2014-15 Carden Conejo Parents' Association Board of Directors

Lauren Zamani	Co-President
Jean Kim	Co-President
Rocio Marron	Secretary
Julie Elginer	Treasurer
Melanie Vaswani	Co-Fundraising Chair
Krista Alami	Co-Fundraising Chair
Lisa Gofberg	Room Parent Coordinator
Tatiana Lacheny	Community Service and Parliamentarian
Jennifer Bolanowski	Primary School Liaison