

**AGM Report – MidNorthern  
Emily Caruso Parnell**

Ongoing projects:

- Early Learning Arts Support – I have been heavily involved in the implementation and professional development for the new Full Day Early Learning Kindergarten Program in Rainbow District Schools, advocating for a strong place for the Arts in Early Learning. I have also been a strong advocate for the Arts in Early Learning at regional Ministry meetings of local boards.
- Early Primary Collaborative Inquiry (LNS) – I have been involved as a teacher/researcher/arts support person in our Inquiry project.
- Spirit Horse – Working with ETFO, OECTA, and local boards on the Roseneath Theatre tour of Spirit Horse and accompanying professional development for local teachers.
- Co-chair of Northern Ontario Regional Arts Conference (NORAC)
- Dance article for PHE Canada journal (summer edition)

Future Plans:

- 1-day OTF Camp (through ETFO and OECTA) related to Spirit Horse (August 2011)
- NORAC 2011 (Fall 2011)
- Dance workshop series for Rainbow District teachers in fall and winter 2011/2012
- Ongoing involvement in the implementation of the Full-Day Early Learning Kindergarten Program and arts advocacy
- OTF Arts camp planned for Sudbury in summer 2012

**CODE - Council of Ontario Drama and Dance Educators  
AGM Report**

Toronto Regional Rep

Mark Latter

Fiscal Period for Report: (November 2010 – June 2011)

Summary of Activity

- Created goals and objectives as Toronto Rep for the year
- Generated a subcommittee - contacted everyone involved personally
- Attended CODE retreat and regular meetings
- Followed up with Development Department of Lorraine Kimsa re: creating a Hub School - no go this year
- Promoted use of CODE website through reports to Toronto Membership
- Currently working on developing a Critical Literacy Workshop for CODE members in the Toronto region and beyond

## **Report**

**Code – Eastern Region Representative**

**Gisèle Paquette**

**I volunteered to join Code in October 2010 for a second term to represent the Eastern Region of Ontario.**

**Thereafter, I contacted members to inform them on what CODE offers and upcoming events such as workshops and the conference.**

**At our Conference presented a workshop on Mask/integration of Dance/Music/Drama and Visual Arts**

**On November 20, 2010 organized a workshop for teachers of the Eastern region based on Drama and Dance. Brooke Charlebois and Team Rhythm Works were the presenters.**

**March /April/May 2011: Contacted all members of the Eastern region on CODE news and upcoming events. I attended the retreat to in March organized by CODE/ Sent a general at the end of May informing members on the OTF summer workshops. In addition I informed the UCDSB about upcoming camps of OTF.**

**May 19 to 22, 2011**

**Organized for the fourth year Step Into Motion –“Talking it to the Streets” The aim of the Festival is to promote Dance Education in Eastern Ontario. Four days of dance performances and workshops by professionals, students, and studios. We partnered with CODE and Brooke and Amanda presented a workshop to teachers during Festival “So you think you can dance?”**

**Summer/ August 2011**

**Planning to give a OTF workshop in Ottawa in Dance/Drama cross-curricular approach./Partnership with Debra Reynolds**

**Fall 2011**

**I am planning to represent CODE at the annual Summit of UCDSB. This year the focus is on the arts/ Submitted workshop proposal to the organizing team.**

**CODE - Council of Ontario Drama and Dance Educators  
AGM Reports**

Board Position Title: Membership Officer

Name: Sarah Papoff

Fiscal Period for Report: July 1, 2010 – June 30, 2011

Summary of Activity

- On-going communication with new and renewed members about the status of their membership and email communication to resolve or help members with their membership status.
- Activating memberships for Pre-service members annually.
- Learning and using the new website as of August 2010 to deal with the memberships.
- Web-development committee: Worked with the committee to make CODE promoted within media and social networking: set up CODE Facebook page. Work with the committee to maintain feedback and comments on the new website, in particular with regard to membership and management of our membership on the website.
- Promoted CODE at various TDSB events with posters, talk and encouraged membership: e.g. Demonstration Classrooms, PD day workshops and staff meetings.
- Attendance at CODE meetings, CODE retreat and other CODE events.
- Weekly management of the CODE membership online via the website and gmail.
- Working with TDSB and CODE committee to create a conference on the Ministry Critical Literacy and Dance/Drama units upcoming in August, 2011.
- Representing CODE this coming July 2011 at the OTF camps with a three day workshop.

- Sending emails to membership if needed as memberships expire. I will be sending an email this summer to expired Pre-service members to encourage them to join CODE as First Year teachers

Here is a snapshot of membership as of May 31, 2011:

Membership Summary

Members by Type	May – New/Renew (Last Month)	June – New/Renew (MTD)	2011 – New/Renew (YTD)	Current #
CODE Full Member	17	1	84	416
First Year Teacher	3	0	23	48
Free Pre-Service Student	0	5	5	170
Honorary Member	0	0	0	7
Totals (all types)	20	6	112	641

## CODE - Council of Ontario Drama and Dance Educators AGM Report

### Dance Liaison

Ashley Winchell

Fiscal Period for Report: November 27<sup>th</sup> 2010 – June 1<sup>st</sup> 2011

#### Summary of Activity

- Communicated with members re: dance workshops throughout the GTA, including potential professional development opportunities, alliances and partnerships, and organizational ideas
- Communicated with several potential/new partnerships including: *Dandelion Dance Company, Big Kid Entertainment, Dance Ontario, Cabri Creative Dance, Janice Pomer*
- Posted numerous blogs advertising dance workshops, significant performances, and professional development opportunities
- Planned a Junior dance workshop for *Create and Motivate* (YDSB/YCDSB) and planned and delivered a Junior dance workshop for the Junior Division at

C.H. Norton Public School (HDSB), workshop facilitator and member of the organizational committee for Halton's International Dance Day (HDSB)

## **CODE - Council of Ontario Drama and Dance Educators AGM Report**

North Western and North Eastern Regional Rep

Julie Wilson

Fiscal Period for Report: July 1, 2010 – June 30, 2011.

Summary of Activity

- I sent monthly e-mails to the members in my region throughout the year with information regarding membership benefits, spreading the word of CODE, developing a sub-committee within the regions and a request for assistance in seeking drama and dance partnerships. In addition to this, I promoted CODE at several school-based PD sessions and division meetings.
- I have assisted other teachers within my school with implementing Drama and Dance strategies and lessons from the CODE website.
- Contacted Halton teacher, Amy Spiers, and inquired about her "Wings" drama and dance unit as a possible addition to the CODE Resources. She is willing to contribute this Intermediate Drama/Dance unit to the resources bank.
- Attended and contributed to the March 2011 CODE Retreat. I assisted in developing e-mail templates with the other Regional Reps. We also brainstormed ideas for the CODE blog.
- I have truly enjoyed my two years on the CODE Management Board. This will be my final AGM Report and my final meeting as of June 4. I will continue to contribute to the organization through my membership and will continue to volunteer to lead PD sessions or workshops when needed.

## **CODE - Council of Ontario Drama and Dance Educators AGM Reports**

Central East Regional Rep.

Andrea Santangelo

Fiscal Period for Report: June 30<sup>th</sup>, 2010 to June 30<sup>th</sup>, 2011

Summary of Activity

- I emailed my region and regional Arts Consultants on a monthly basis in regards to CODE news, and regional updates.
- I also created and posted updates to the CODE Blog.

- I was on the 2010 CODE conference sub-committee. I completed the program, signage, and posted workshop handouts following the conference.
- I am part of the CODE Conference planning committee for 2011. I am currently working on the program for the event.
- I planned a CODE York Region Mini-Conference in conjunction with YRDSB and YCDSB. Unfortunately due to low registration numbers the event was cancelled, but we are planning on running this event in the fall. The date is yet to be determined.
- I presented a workshop entitled “A Sneak Peek at Drama” that explored the CODE website resources with Jenn Mavity at Erin Centre Middle School.
- I taught a dance unit to all Grade 4 classes in our school using a CODE resource and promoted the CODE website at my school.
- I attended and promoted CODE at various regional workshops and conferences including:
  1. I attended the York University Drama AQ course in Woodbridge and talked about CODE.
  2. I promoted CODE at our January Area PA Day with YCDSB.
  3. I attended the ArtSpark workshops held with YRDSB and YCDSB in September 2010, March 2011, April 2011 and May 2011. These were dance, drama, music, and visual arts inservices. I promoted CODE at all of these workshops.
  4. I represented CODE at the OECTA new teachers conference in Niagara Falls in February 2011.

## **CODE – Council of Ontario Drama and Dance Educators**

### **AGM Report**

Name: Jenn Mavity

Board Position Title: North Eastern Regional Rep, Central West Regional Rep

Fiscal Period for Report: July 1, 2010 – June 30<sup>th</sup>, 2011

Summary of Activity:

Position Title: North Eastern Regional Rep

Continued to attend conference meetings including meeting at Queen's Landing

Communicated with John Thomas (conference chair) with workshops updates and conference tips

Tied up loose ends with workshops that did not have confirmed presenters

Sent updated workshop budget to Ceris (conference treasurer)

Continued to update Ron Dodson (workshop registrar) with workshop/presenter information

Assisted John Thomas with last minute conference details in weeks prior to CODE conference

Promoted CODE at workshop in mid-October

Arrived at conference site on Thurs. night to prep packages and set-up venue

Managed workshops and trouble shooting during conference weekend

Presented workshop at CODE Conference with Brooke Charlebois (Assessment and Evaluation in Drama and Dance)

Have not received any contact from members in my region

Position Title: Central West Regional Rep

Emailed all Central West Members to introduce myself

Made contact with one member in Halton Region to be a liason and share upcoming events in the HSB

Blogged to members about Arts Alive conference happening in Peel

Will assist as member of conference committee for 2011 conference

Sent monthly regional update emails to members

Presented CODE workshop in Peel to share CODE resources available on website

Scheduled to present at York Region Create and Motivate Conference – event cancelled due to insufficient registration

Attended 2011 CODE Conference Meetings

Attended 2011 CODE Conference Workshop Selection Meetings

Emailed ARTSECO contacts in Central West Region

Received responding emails from 3 contacts on ARTSECO list

Met with Michael Pin – Instructional Leader for the Brant Haldimand Norfolk Catholic District School Board to discuss drama/dance resources

Promoted CODE at Summer and Winter Drama AQ's in Mississauga – 2010/2011

Promoted CODE at various PEDTA (Peel Elementary Drama Teacher's Association) events

## **CODE - Council of Ontario Drama and Dance Educators**

### **Annual General Meeting**

**Sunday, October 23rd, 2011**

**Blue Mountain Resort, Blue Mountains, ON**

#### **President's Report**

**Prepared by Kim Snider**

**Fiscal Period for Report: July 1st, 2010 - June 30th, 2011**

#### **Summary of Activity**

**OTF Camp (August 2010):** The second OTF Integrated Arts camp was offered in Bark Lake by myself, Jane Dewar of OAEA and Jane Wamsley of OMEA, and was immensely successful, with almost 90 registrants. The first dance-only workshop was offered in July and we received very positive feedback on it as well. CODE will continue to expand its series of OTF camps in the summer of 2011.

**CODE Ministry Resources (September 2010):** CODE was the first of the arts subject associations to post resources supporting the revised Arts curriculum, developed with Ministry funding, to its website in early September 2010. A few resources were posted after this date after further editing by our editing team, and the pop-up glossary will be complete by the end of the fiscal year. We continue to promote our resources at meetings with ARTSECO, OnTEA and at professional development events.

These resources and the revamped website were launched at the 2010 Conference and continue to receive positive feedback from our members. The change in website to a free open-source software program has resulted in significant savings for CODE and would not have been possible without the hard work of our Communications Officer Stephen Wei.

**CODE Archives (Fall 2010):** In the spirit of celebrating CODE's 40th Anniversary and commemorating its history, CODE's archives will be housed at Brock University. We would like to thank those who made this happen, including Steve Russell, Peter Mansell, Ron Dodson and Deb McLachlan. We are continuing to find ways to document CODE's history, including a Past Presidents list on our website and a short history of CODE to be posted to our new Wikipedia page.

**NORAC Conference (October 2010):** Brooke Charlebois, Vice President, and I presented workshops on behalf of CODE at the annual NORAC (Northern Ontario Regional Arts Conferences) in Sudbury and North Bay. These events were very successful, and highlight the continuing need for drama and dance professional development in Northern Ontario. Thank you to Ralph McIntosh, Emily Caruso Parnell and Line Roberge for helping to organize these great events and for welcoming us into their classrooms, where Brooke and I guest taught. Plans are underway for us to present at the 2011 NORAC conference as well.

**Subject Association/Ministry Meetings (ongoing):** I continue to promote CODE at various subject association and Ministry events, such as the fall and spring OnTEA meetings, ARTSECO and the Education Forum in May 2011. At each meeting I promote CODE, its PD offerings and resources, and continue to advocate for the promotion of CODE to teachers. Both OnTEA and ARTSECO have responded positively to our new promotional materials, our posters and brochures, and we have ordered more of these items so that we can offer them to teachers for free. The question of bulk memberships for boards continues to be raised, and we are looking into the possibility of this through our current website system.

**Regional Workshops (ongoing):** CODE continues to organize regional events to reach our members, including a Beginning Teachers Bootcamp workshop in Toronto in April 2011, Step into Motion in Cornwall, and Create and Motivate mini-conference in York Region. Unfortunately, the York mini-conference was cancelled due to low enrollment but plans are underway to offer it at a different time of year.

**Ontario Arts Council Grant (January 2011):** CODE was very fortunate to receive an \$8000 grant from the Ontario Arts Council in the form of an Artist

Education Project Grant for our 2011 Conference. This grant has enabled us to subsidize artists to attend our conference as delegates as well as offer artist workshops, keynotes and showcases. We are indebted to Pat McCarthy, Andrew Lamb, Patty Jarvis and Allen Kaeja for their support of our grant application, and to Nasreen Khan of the OAC for her assistance in applying for this grant.

**Publications Position (March 2011):** As CODE continues to evolve and increases its online presence, the role of Publications officer has been reconsidered. In March 2011 Ceris Thomas stepped down from this position, and we continue to redefine the role in hopes of finding a new officer at this year's AGM.

**CODE Partnerships with Faculties of Education (February 2011, May 2011):** CODE is continuing to look for ways to make meaningful connections to the faculties of education in order to offer more professional development for our members. In the winter of 2011 Brooke Charlebois and I met with Kathleen Gallagher of OISE/UT and in May 2011 I met with Kathy Gould Lundy of York University to discuss future plans for events in 2011/2012.

**Roundtable on the Arts (May 2011):** CODE was invited to be part of the first-ever National Roundtable on the Arts event held in Ottawa May 25th and 26th, 2011. Carmelina Martin and I represented CODE at this event and participated in roundtable discussions with teacher education instructors from Ontario and other provinces, in response to the question of how to improve arts education experiences for teacher candidates at the pre-service and in-service levels. Many important topics were discussed, such as the small number of hours devoted to teaching arts at the preservice level, particularly in dance, and the need for faculty instructors to promote the subject associations at the preservice level. Thank you to Michael Wilson and the NRTEA steering committee for organizing such an important event; we hope that a follow up conference will take place in the future.

**Publicity (ongoing):** In an effort to raise CODE's profile in Ontario and online, we have ordered more promotional materials, including pens, lanyards, postcards and posters. Laura Bonfigli, CODE Treasurer, Dre Gravelijn, Past Treasurer and I designed a new CODE brochure that will be used to promote CODE at future events. We are currently looking into a new design for CODEwear in the form of t-shirts to be sold at the 2011 Conference. We have also increased CODE's presence online in the form of a Facebook page, Twitter page and Wikipedia entry, written by Ron Dodson and Peter Mansell.

**Financial Literacy (April 2011):** The Ministry of Education has focused attention on the issue of financial literacy and its inclusion in all subjects from the junior to senior grades. In April 2011 CODE submitted two proposals to the Ministry for

funding for the development of financial literacy lessons and units relating to drama, dance and financial literacy. CODE received funding for this project and a call for writers was posted to the CODE website in May 2011. This writing project will take place during the summer of 2011 with these public resources to be posted to the CODE website in the fall of 2011.

Name: Amanda Williams–Yeagers

Board Position Title: Executive Secretary

Fiscal Period for Report: July 1, 2010 – June 30<sup>th</sup>, 2011

Summary of Activity:

- Presented two OTF summer workshops in Drama and Dance with Brooke Charlebois (Hamilton and Niagara)
- maintained communicated with CODE members and non–members through website based inquiry
- acted as Liason between CODE members and CODE president and Vice–President through website emails
- collated board reports, recorded board meeting minutes and posted this information on the website through the fiscal report period
- assisted with various duties for the annual CODE conference (October 2010)
- applied with Brooke Charlebois to be an ETFO “on the road” workshop presenter; application was approved.
- presented a dance workshop with Brooke Charlebois at the Step into Motion Conference
- Planned and implemented a Dance Professional Learning Community in the Halton District School Board (Presented March–June, 2011)

## CODE - Council of Ontario Drama and Dance Educators AGM Report

Treasurer

Laura Bonfigli

For the fiscal year beginning July 1, 2010 and ending June 30, 2011

This year was my first on the CODE Board. I have spent the majority of it learning the systems and the processes of the healthy active organization.

Participating in the Board retreat, developing the conference and annual budgets and attending board meetings has filled this year. In addition, I am also a new teacher so the learning curve that comes with a second career has also been great.

I have attended a number of workshops this year – including the first year teacher workshop given by Kim Snider and Stephen Wei. I also spoke with Pre-service teachers at OISE to promote CODE and speak about the challenges and realities a first year teacher.

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**Please find the final budget for the 2010 – 2011 year below:**

THE COUNCIL OF ONTARIO DRAMA AND DANCE EDUCATORS PROPOSED OPERATING BUDGET  
STATEMENT OF REVENUE AND EXPENDITURES FOR THE YEAR ENDING JUNE 30, 2011

<u>REVENUE</u>	<b>Projected</b>	<b>Actuals</b>
Conference fees and revenue	\$ 100,075.00	\$ 100,075.00
Fundraising	\$ 2,000.00	\$ 1,625.35
Grants	\$ 9,400.00	\$ 9,464.00
Interest and other	\$ 2,000.00	\$ 2,000.00
Memberships	\$ 13,625.00	\$ 12,500.00
<b>Total Revenue</b>	<b>\$ 127,100.00</b>	<b>\$ 125,664.35</b>
<u>EXPENDITURES</u>	<b>Projected</b>	<b>Actuals</b>
2010 Conference	\$ 78,054.00	\$ 78,054.00
2011 Conference	\$ 15,000.00	\$ 17,964.00
2012 Conference	\$ 5,000.00	\$ 5,000.00
2013 Conference	\$ 5,000.00	\$ 5,000.00

Accounting	\$ 900.00	\$ 802.30
Board/Committee meetings – food	\$ 500.00	\$ 359.45
Board/Committee meetings – travel	\$ 3,500.00	\$ 1,460.94
Board/Committee meetings – other initiatives	\$ 6,550.00	\$ 5,040.70
Grant Expenses	\$ 150.00	-
Honorarium	\$ 350.00	\$ 405.64
Liability Insurance	\$ 600.00	\$ 567.00
Membership & External Donations	\$ 2,800.00	\$ 2,310.00
Promotion	\$ 8,000.00	\$ 3,958.33
Publishing	\$ 5,500.00	\$ 2,963.99
Regional Initiatives	\$ 3,000.00	1128.14
Resource development	\$ 1,000.00	\$ 500.00
Web site development & maintenance	\$ 1,000.00	-
<b>Total Expenditures</b>	<b>\$ 145,154.00</b>	<b>\$ 125,514.49</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>-\$ 18,054.00</b>	<b>\$ 149.86</b>

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**Please find the proposed budget for the 2011 – 2012 year below:**

THE COUNCIL OF ONTARIO DRAMA AND DANCE EDUCATORS PROPOSED OPERATING BUDGET  
STATEMENT OF REVENUE AND EXPENDITURES **FOR THE YEAR ENDING JUNE 30, 2012**

<b><u>REVENUE</u></b>	<b>Projected</b>	<b>Breakdown</b>
Conference fees and revenue	\$ 75,000.00	

Fundraising	\$ 1,500.00
Grants	\$ 1,200.00
Interest and other	\$ 2,000.00
Memberships	\$ 13,625.00
<b>Total Revenue</b>	<b>\$ 93,325.00</b>

**EXPENDITURES**

**Projected**

**Breakdown**

2011 Conference	\$ 75,000.00
Accounting	\$ 900.00
Board/Committee meetings – food	\$ 500.00
Board/Committee meetings – travel	\$ 3,000.00
Board/Committee meetings – other initiatives	\$ 2,500.00
Honorarium	\$ 250.00
Liability Insurance	\$ 600.00
Membership & External Donations	\$ 150.00
Office and general	\$ 200.00
Promotion	\$ 4,000.00
Publishing	\$ 250.00
Regional Initiatives	\$ 3,000.00

Web site development & maintenance	\$ 1,000.00
<b>Total Expenditures</b>	<b>\$ 91,350.00</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>\$ 1,975.00</b>

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**DRAFT**

**CODE Annual General Meeting  
Vice President Report  
October 23<sup>rd</sup> 2011  
Prepared by Brooke Charlebois**

**Regular Duties**

I have continued my regular duties as Vice President of CODE and maintained professional communication with those inside and outside of the CODE Board. I have attended regular meeting and corresponded electronically with the CODE Board and Executive on all CODE related matters.

**Publicity:** I have continued to promote CODE in my role as VP, at summer OTF camps, at workshops that I have delivered and at CODE events such as workshops and conferences.

**Membership:** I have continued to work with membership officer Sarah Papoff in her management of the membership, and am copied on all membership issues. Sarah has done an excellent job in her role and I wish to thank her for her professional dealings with members.

**Partnerships**

I, along with the CODE board, have continued to seek out partnerships between CODE and various arts organizations. We have continued to secure a number of partnerships with organizations that offer discounts to CODE members, which is listed in the Members Only Zone of the website. We continue to seek out memberships with organizations, and are particularly interested in partnering with organizations outside of the GTA.

**OTF Camp**

In July 2010, I was a workshop leader at OTF's integrated dance and drama camp. I worked alongside my co-presenter, CODE secretary Amanda Williams-Yeagers to deliver a workshop that addressed the needs of elementary generalist teachers in incorporating the revised dance and drama curriculum into their practice. The first session in Hamilton filled up quickly so we offered a second

session in Niagara-on-the-Lake. The camps was very successful and reached more than 60 teachers, many of whom were unfamiliar with CODE. Based on participant feedback, we are planning to do a dance-only camp in summer 2011

**Other:**

In July and August 2010, I acted as the copy-editor for the dance resources for the CODE-Ministry writing project.

In November 2010, I represented CODE at the Northern Ontario Regional Arts Conference (NORAC). Together with Kim Snider, I travelled to Sudbury and North Bay to deliver workshops, promote CODE at the conference trade fair and do a demonstration class.

I worked with Kim Spratt of InspirEd Arts to review a dance resource they are creating to help teachers implement the revised dance curriculum. InspirEd Arts is a CODE partner and offering their resource to members at a discount.

I, along with other members of the CODE Board, have scouted locations for the 2012-2013 CODE Conference. We visited Nottawasaga Resort in Alliston. We felt this was a good possible location as it was only 45 minutes north of Toronto and there had not been a conference there in a number of years. After receiving a quote from Nottawasaga and Deerhurst Resort, the CODE Board voted to hold the 2012 conference in Nottawasaga and the 2013 conference at Deerhurst. We are hoping to organize a smaller regional conference in Toronto in the spring of 2012.

I attended the Ontario Teacher's Federation retreat in February 2011 on behalf of CODE.

I continued to represent CODE at the Ministry level, attending the Ministry/Subject associations meeting in May 2011 and the GAINS Adolescent Literacy Framework working group in June 2010.

## **CODE - Council of Ontario Drama and Dance Educators AGM Report 2011**

Board Position Title: President and Past President's Report

Name: Wendie Gibbons

Fiscal Period for Report: July 1, 2010 – June 30<sup>th</sup>, 2011

Summary of Activity: As President

- I continued to carry out my primary duties as President until Kim Snider was elected in November 2011. These duties included the planning and chairing of both Executive and Management Board meetings, ensuring that all Board minutes are posted on the website, communicating on a regular basis with all

CODE members, responding to Ministry initiatives, and attending non-CODE meetings as the official CODE spokesperson.

- The CODE / MOE writing project was completed and we were the only arts association to meet the MOE deadlines for posting the resources to our website. Immediate feedback was positive and remains so.
- I attended the arts integrated OTF camp and received feedback for a dance only OTF camp for the summer of 2011. I encouraged the new Executive to follow up on this.
- The Communications Officer position continues to evolve and we work towards redefining this role and with it, the Publications Officer.
- I advised and guided John Thomas in his role as Conference Chair for our 40<sup>th</sup> anniversary 2010. This conference proved a success.
- ETFO sought applications for their ETFO Arts Committee and I urged CODE Board members to apply.
- The transfer of the CODE archives to Brock University was initiated and followed through.

#### Summary of Activity: As Past President

- As Past President, I mentored, advised, and supported the new Executive to the best of my abilities.
- Handled questions and concerns regarding the resources and MOE writing project.
- Served on the Website Development Committee and was liaison for the Communications Officer.