

MEMORANDUM

April 20, 2015

TO: Student Achievement and Well Being
May 7, 2015

FROM: Angela Kennedy
Trustee, Ward 11

SUBJECT: **Request for permission to serve liquor at retirement of the Principal, Paul McAlpine to be held at the O'Connor Estate House on Friday, June 19th, 2015.**

The staff of Senator O'Connor College School will be having a reception for Paul McAlpine, Principal, who will be retiring this year. The reception will be held at the O'Connor Estate House on Friday, June 19th, 2015 from 3:00 p.m. – 7:00 p.m. A permit is requested to serve alcohol at this event.

That the permit policy be waived and that permission be granted to Senator O'Connor College School to serve alcohol at the retirement reception on Friday, June 19th, 2015 at the O'Connor Estate House.

Thank you for your consideration.

Angela Kennedy
Trustee, Ward 11