

St. Patrick Home and School Meeting

December 8, 2015

Call to order: 7:05

Present: Stephanie Davidson, Meloney Heagney, Mimi Hamon, Sarah Williams, Kristin Bigras, Mr. Rabinovitch, Mike Besner, Shannon D'Andrea, Sonnie Duchesne, Lisa Gloutney, Amy More Ede, Maureen Bird, Melissa Proudlove, Janice Stott

Regrets: Jennifer Colantonio, Jennifer Taylor

Accept December 8, 2015 agenda: by consensus

Accept November 10, 2015 minutes: Mimi Hamon, Meloney Heagney

Welcome and Introductions

Report and announcements:

1. Administration - Mr. Rabinovitch
 - provided summary of December 1 2015 grade 6 parent meeting; their representative has requested a meeting in January (likely to coincide with January Home & School [H&S] meeting)
 - invitation has been extended to approximately 15 people from Lester B. Pearson School Board (LBPSB) to attend Christmas Lunch
2. Staff - not applicable
3. Governing Board - Mike Besner
 - spring fundraiser hasn't been presented to Governing Board (GB)
 - GB asked Mr. Rabinovitch to contact the city of Pincoort to coordinate logistics of 2015-2016 snow removal
 - compared GB budgets from 2014-2015 to 2015-2016 and determined all is on track (exercise repeated approximately three times a year)
 - daycare will continue to offer both in-school activity and outing for ped days, when possible
4. Treasurer – Mimi Hamon
 - summary of monies received and expenses incurred; still money allocated toward Santa Store that has not been spent
 - Fundraiser lunches

Business arising from previous minutes:

1. Fall fundraiser - Lisa Gloutney
 - profit estimated around \$2000.00, of which approximately \$850 was online
 - there were a few issues to resolve and nil stock items to be refunded by Lamontagne; not labour intensive
2. Christmas lunch
 - scheduled for December 15; minimum 25 volunteers required for day; Janice will follow up with Maureen Bird to confirm details regarding kitchen and cooking volunteers
 - on December 11th, Maureen will be at school at 7:30am to hand out the food to be cooked and containers
 - on December 15th, Maureen will be at school as of 7:30am to receive cooked goods and set up the kitchen; she will use the same process as last year to deliver the food from the kitchen to the cafeteria (i.e. runner)
 - cupcakes will be frozen and are being decorated in the morning
 - Maureen needs three people in the kitchen, including herself
 - Janice is coordinating list of volunteers
 - Maureen will send list of remaining items to be purchased to Meloney; Meloney and Maureen are doing inventory of what is in the H&S room (e.g. cutlery, napkins)
 - cafeteria tables will be covered with tablecloths kindly donated by Sonnie Duchesne
3. Santa Store
 - Michaels and Uniprix donated items to use for wrapping; may also receive donations from Pharmaprix
 - Santa Store to be set up in conference room; wrapping will be done in Mrs. George's room
4. Babysitting course – January 12-13-14, 2016
 - service contract is being approved and will be given back to service provider
 - 28 students signed up (minimum required is 24; maximum 30)
5. Grad sweatshirts

- order form given out December 3rd and requested to be returned as soon as possible
 - grade 6 sizes provided to H&S on December 3rd
 - cost per unit \$15; can also be ordered by staff and parents for same amount
 - Mr. Rabinovitch will send a reminder to grade 6 parents that the form/payment is due on December 11th
6. Pizza/Subway lunch and TCBY
- next date is December 10/subs
 - January 2016 lunches scheduled for January 14th and 21st
 - need 6 volunteers (including 2 lunch ladies) for each lunch for set up/clean up, from 10:15am - 12:30pm
 - Stephanie Davidson and Lisa Gloutney will run January - June 2016 fundraiser lunches
7. FundScrip
- per suggestion from Sarah Williams, a list of cards currently available was posted on St. Patrick Elementary Home and School and St Pats Parents Facebook pages on November 27th, which generated the sale of approximately 20 cards
8. School logo clothing / supply store
- this initiative isn't looking viable, for now, as the minimum order is quite high
 - will revisit in January 2016 with costs of specific items (e.g. sweatshirt, sweatpants)
9. Fundraiser coordinator proposal
- item moved forward to January 12, 2016 meeting

New business:

1. Spring fundraiser
 - discussions of what the fundraiser will consist of and the challenges involved in fundraising
2. Quebec Federation of Home and School Associations (QFHSA) Annual Conference (November 7 2015) - summary report given by Lisa Gloutney of subjects discussed at conference
 - one item of interest was the potential to handle H&S bank accounts online
3. Varia
 - a) Janice Stott asked about St. Patrick Elementary may want to walk in the Hudson St. Patrick Day parade; Janice will contact the parade organizer for information
 - b) Lisa Gloutney asked if we are raising funds for specific items (e.g. additional outdoor equipment) - this is determined at the end of each school year and recorded in monthly financial report; questions can be directed to the Co-Treasurers

Adjourned: 8:52pm