

St. Patrick Home and School Meeting

January 12, 2016

Call to order: 7:07

Present: Stephanie Davidson, Meloney Heagney, Mimi Hamon, Sarah Williams, Jennifer Colantonio, Kristin Bigras, Mr. Rabinovitch, Janice Stott, Sarah McPhedran, Jennifer Taylor, Jenny Sousa, Lisa Gloutney, Anastasia Wilson, Amy More Ede

Regrets: Elva Taylor

Accept January 12, 2016 agenda: Lisa Gloutney, Jennifer Colantonio

Accept December 8, 2015 minutes: Lisa Gloutney, Jennifer Taylor

Welcome and Introductions: Stephanie Davidson gave positive recognition to Janice Stott and Sarah Williams for being great resources and for their unwavering support of the 2015-2016 Home and School (H&S) Executive. Christmas lunch is always a huge undertaking and it wouldn't have gone as well as it did without their knowledge and expertise.

Report and announcements:

1. Administration - Mr. Rabinovitch
 - Mr. R thanked Home & School (H&S) for Christmas lunch/Santa Store, a great time was had by all; Michael Chechile (new Director General of Lester B. Pearson School Board [LBPSB]) was very impressed
 - Grades 1-6 music show ("Snow Biz") is February 4th at 10am and 7pm
 - Kindergarten music show is March 15th at 6:30pm
 - Jen Baltuonis will determine how tickets will be handled
 - Kindergarten open house is January 19th
 - Mr. R summarized impact of major school change (MSC); LBPSB website will be updated soon with more information regarding 2016-2017 school year (e.g. transportation)
 - winter carnival tentatively scheduled for February 24-25-26; activities to be confirmed; suggested outdoor activities to happen on 24th or 25th
 - Mr. R will send an email to confirm January 18th ped day
2. Staff - not applicable
3. Governing Board (GB) - Mike Besner
 - January GB meeting was cancelled
4. Treasurer - Mimi Hamon
 - summary of monies received and expenses incurred
 - Christmas lunch and Santa store lost money; there will be discussion of adjusting the allocations for next year
 - January financial report attached

Business arising from previous minutes:

1. Babysitting course - January 12-13-14, 2016
 - service contract was approved and returned to service provider
 - 28 students signed up (minimum required is 24; maximum 30) and all attended the first day
 - good feedback from instructor from first day regarding student behavior and participation
2. Grad sweatshirts
 - sweatshirts were received week of January 11th and the students love them
3. Pizza/Subway lunches / TCBY
 - next dates are January 14/pizza and January 21/subs
 - Mimi Hamon created a guide on how to run a fundraising lunch
 - Mr. R suggested that additional H&S boxes (i.e. for deposit of all H&S forms/payment) be installed in different areas of the school to facilitate return to H&S of forms sent home to parents (forms are not being received by H&S resulting in missing lunch orders and frustration for all involved)
4. Spring fundraiser
 - H&S will propose chocolate fundraiser to Governing Board (GB) at February 2nd meeting
 - proposed campaign would start week of March 7th and would run for three weeks

5. FundScrip
 - no activity or new members
6. Christmas lunch / Santa store
 - Stephanie Davidson gave positive recognition to Elva Taylor for the fantastic Santa Store gifts that she purchased
 - there were approximately 50 students who were served lunch but whose order form/payment were not received by H&S and approximately 30 students who shopped for Santa Store gifts but who brought \$1/gift or nothing; H&S always ensures the students are able to participate in both activities
7. School logo clothing / supply store
 - discussion of whether initiative is viable
 - minimum order is 150; vendor cost is \$20.57 + taxes for single-colour, hooded sweatshirt
 - Janice Stott will ask for vendor cost of 75 sweatshirts and 75 sweatpants

New business:

1. Comedy night
 - H&S will propose this event to GB at February 2nd meeting
 - proposed date is April 15th
 - proposed evening would include Joey Elias as headliner and three other comedians
 - alcohol permit would be required to sell alcohol at school; per Sarah Williams it may take more than one month to obtain
2. Kindergarten open house - January 19, 2016
 - H&S will request donation of baked goods from school community
 - Lisa Gloutney will post request for baked goods in St. Pats Parents and St. Patrick Elementary Home and School Facebook pages; Kristin Bigras will send email to all H&S members via H&S email address
3. Teacher / Daycare appreciation week
 - event scheduled for week of February 8th
 - Janice Stott will request donation of various items (e.g. food, drinks) from school community via FB pages and letter sent home with students
4. Carnival week
 - event scheduled for week of February 22nd
 - skating tentatively scheduled for February 24th
 - outdoor activities are tentatively scheduled for February 24th or 25th
 - H&S will provide hot chocolate on one of the days
5. Locks of Love
 - event scheduled for May 9th
 - Sarah Williams has contacted hairdressers to ensure they are available
6. Volunteer coordinator proposal
 - Kristin Bigras shared that some other H&S executives include a position to coordinate volunteers; proposal is for event chairs to retain control of individual events, with support of volunteer coordinator to ensure enough volunteers are secured and available for each event
 - will be considered for 2016-2017 school year
7. Varia
 - a) Hudson St-Patrick Day Parade
 - Janice Stott contacted the organizer of the Hudson St. Patrick's Day parade on March 19th
 - St-Patrick Elementary would be able to participate (i.e. walk) in the parade
 - H&S is looking into the logistics of participation of our school community; each student would have to be accompanied by a parent for the entire event

Adjourned: 8:32pm

Monthly Financial Report

January 2016

Collections					
Non-Fundraising Events	IN	OUT	CURRENT	YTD	2015/2016 Allocations
Welcome back BBQ			\$0.00	\$1,006.66	\$1,200.00
K-Orientation/ Open House			\$0.00	\$0.00	\$50.00
Santa Store	\$1,335.75	\$363.63	\$972.12	-\$164.68	\$99.59
Christmas Lunch	\$863.20	\$838.25	\$24.95	-\$38.82	-\$300.02
Babysitting Course	\$1,485.00		\$1,485.00	\$1,485.00	
Carnival Week			\$0.00	\$0.00	\$300.00
T.A.W.			\$0.00	\$0.00	\$800.00
Family Dance			\$0.00	\$0.00	\$600.00
School Play			\$0.00	\$0.00	
Locks of Love			\$0.00	\$0.00	\$50.00
Grade 4 Vaccinations			\$0.00	\$0.00	
Year End Wine and Cheese			\$0.00	\$0.00	\$50.00
Total non-fundraising events	\$3,683.95	\$1,201.88	\$2,482.07	\$2,288.16	
Fundraising	IN	OUT	CURRENT	YTD	
Pizza/Sub/TCBY Days	\$81.05	\$110.45	-\$29.40	\$3,140.30	
Edition Vaudreuil			\$0.00	\$154.56	
Lamontagne Catalogues			\$0.00	\$3,374.00	
Fundscript	\$805.00	\$805.00	\$0.00	-\$11.74	
Grade 5 Movie Night			\$0.00	\$467.29	
Scholastic	\$207.00	\$3,497.50	-\$3,290.50	\$207.00	
Bake Sale			\$0.00	\$298.75	
Chocolate			\$0.00	\$0.00	
Domino's Cards			\$6.00	\$15.00	
Donations			\$0.00	\$0.00	
Total fundraising events	\$1,093.05	\$4,412.95	-\$3,313.90	\$7,645.16	
Expenses					
			CURRENT	YTD	2015/2016 Allocations
Memberships 2015/2016	\$18.00		\$18.00	\$562.00	
Teacher's Convention		\$768.00	-\$768.00	-\$898.21	\$351.79
Kindergarten Tees			\$0.00	\$0.00	\$400.00
School Play Tees			\$0.00	\$0.00	\$400.00
Grad Tees	\$495.00		\$495.00	\$495.00	\$800.00
Student Aid			\$0.00	-\$360.09	\$139.91
Wings to Fly			\$0.00	-\$275.00	\$0.00
QFHSA AGM			\$0.00	\$0.00	
Grade 5 Trip 2014/15			\$0.00	-\$1,329.01	
Grade 5 Trip			\$0.00	\$0.00	
Grade 6 Trip			\$0.00	\$0.00	
Take the Time kits		\$1,100.00	-\$1,100.00	-\$1,100.00	\$0.00
Store - Clothing Supply			\$0.00	\$235.00	\$1,300.00
H&S Administration/Supplies		\$2.90	-\$2.90	-\$237.24	\$57.78
Bank Charges/Interest		\$66.47	-\$66.47	-\$73.82	
Total expenses	\$495.00	\$1,937.37	-\$1,442.37	-\$3,543.37	
Net Surplus/Deficit			-\$2,274.20	\$6,389.95	

Bank accn't as per December 2015 Statement		\$23,621.06
Float		\$350.00
Petty Cash		\$1,000.00
Allocations 2015/2016 Balance	\$6,299.05	
O/S Deposits	\$0.00	
O/S Cheques		
220 Tracey Mearns - T.C.	\$50.00	
221 Elana Agulnik - T.C.	\$50.00	
228 Elana Agulnik - T.C.	\$23.75	
229 Deppy Papandreau - T.C.	\$50.00	
230 Diane Ceravolo - T.C.	\$33.58	
231 Teresa Lariviere - T.C.	\$47.78	
237 Kim McRae - T.C.	\$134.79	
241 Melissa Ruitter - T.C.	\$50.00	
243 Scholastic	\$3,497.50	
244 Maureen Bird - Christmas lunch	\$629.12	
246 Sarah Williams - Christmas lunch	\$57.60	
247 St. Patrick - Take the Time kits	\$1,100.00	
	\$5,724.12	
TOTAL (balanced funds)	\$12,947.89	