

# St. Pat's Home and School Meeting

## December 13<sup>th</sup>, 2016

**Called to Order:** 7:09pm

**Present:** Elva Taylor, Andrea Cappelli, Shannon Seary D 'Andrea, Tara Mark, Trina Pearson, Shauneen McNair, Marie Robinson, Nadia Cirelli, Carol McRae, Michael Rabinovitch, Meaghan Macro, Kuljinder Kaur, Meloney Heagney, Amy Moore Ede, Mimi Hamon, Stephanie Davidson, Melanie Moore

**Regrets:** Donna Gibbons, Donnalynn Rainey

**Accept minutes\_from Nov. 22<sup>nd</sup> 2016:** Meloney Heagney, Shannon Seary D 'Andrea

**Accept Agenda:** Tara Mark, Andrea Cappelli

### Welcome and Introductions

### Report and announcements:

#### 1. Administration – Mr. Rabinovitch:

- A lot going on around the school. As we know, Home & School offered to put on the Dare 2 Care with Edgewater. Lots of great response from that night from those who attended. Something we look forward to putting on again next year.
- January & February will see the Jump Rope for Heart. We have many activities planned for that throughout those months.
- The last week of school before the winter break is approaching. Activities will include reading groups, Christmas Hat Day and a movie is scheduled for the Friday.
- Our Facebook page is up and running.
- The Principal's Blog has been updated.
- The Open House is coming up soon, which welcomes in our new families. The Home & School support this event with treats and coffee. We will be changing it up this year. Instead of having families come in during a three hour span, we are offering 3 one-hour sessions: 8:30am, 10:00am and 1:00pm. This might be more productive.
- Dec. 20<sup>th</sup> is our big Santa Store and Christmas lunch. Everyone is really looking forward to this.

#### 2. Staff - Ms. Macro

- Feb. 14 2017 will be the Jump Rope for Heart. This hasn't been done in a long time at the school, so looking forward to bringing it back. Looking to kick things off January 19<sup>th</sup> with an assembly and a performance by a professional skipping team. There will be forms handed out describing the event, as well as for fundraising.
- Ms. Rose's Grade 6's are going for a volleyball Tournament Feb. 11<sup>th</sup>.
- Starting intramurals at lunch time for Grades 3, 4, 5 & 6's after the holidays.
- The holiday Concert is Thursday Dec. 15<sup>th</sup> 2016. It is a sold out evening. Still lots of tickets for the 10:15am show.
- We have received lots of positive feedback from both parents and teachers that Stephanie has allowed kids to bring in payment for the Santa store the day of, not necessarily beforehand.
- The Kindergarten's are receiving a theater group the week of December 22<sup>nd</sup> 2016, Les Contes Geants, to finish off their fairy tale segment.
- The Ecomuseum is looking into coming to the school. No real details yet, but it is something in the works.
- Also looking to maybe bring in the Planetarium in May 2017. More information to come. We will be running it by the Governing Board soon for both proposed events.

#### 3. Governing Board – N/A

#### 4. Treasurer – Mimi Hamon:

- Collecting for the Santa Store is not done yet. Made another deposite today but still sorting through cheques.
- Still waiting on the Lamontagne invoice to be able to finish the final numbers from that fundraising event.
- Scholastic total was \$3441.40. Made \$1852.65 for Literacy Week, this is more than past years. The book fair was a huge success for our school.

- The Kindergarten teacher orders have been finally placed. The French and English books need to be ordered separately, which was more work than originally anticipated hence the delay.
- We have received \$663.95 worth of receipts from teachers for the Teachers Convention. There are still more receipts to come in, so that number is expected to grow.
- We have received \$600.00 for orders from the Clothing Store.
- Switched over to e-statements instead of paper statements.
- There is around \$198.00 still in outstanding cheques, either post-dated or incomplete.
- The question was asked if we could get a separate line in the Financial Report for what we are spending and receiving on the FundScrip Cards.
- The new cheques were ordered and are on the way.

## **Business arising from previous minutes:**

### **1. Dare 2 Care Allocations;**

- The Dare 2 Care payment actually saved us the tax. The total payment is \$325.00.
- Motioned by Shauneen McNair – We motion that \$325.00 is allocated to Dare 2 Care night shared by Edgewater. Second by Trina Pearson. Motion granted the vote was unanimous.
- If we do the night again next year, is there a way we can get more awareness out there for parents? More advertising? Will look into for next year as this year was a very last minute decision.

### **2. Spring Chocolate Fundraiser:**

- We received tasting samples – Yes!
- The returns on the fundraising are between 40 – 55%.
- Definitely not selling the Nestle as it is the same chocolate as the Dollar store sells and is not received well by parents.
- According to the Chocolate Sales Rep., March is the best month for this fundraiser. Sell before Easter and after March break.
- After we taste tested the different samples, Laura Secord won. This is the chocolate we will be selling.
- Kuljinder Kaur will be heading up this fundraising event.
- The supplier can make us flyers, which chocolates have nuts and are nut free. Also, we can sell coffee.
- Motioned by Elva Taylor – We motion that we sell Laura Secord chocolates for this fundraiser in March, after the break. Second by Andrea Cappelli. Motion granted the vote was unanimous.

### **3. Baby Sitting Course:**

- Can we send out the forms in December? Still waiting for confirmation to go through with hosting, but at least can get the forms out and signed.

### **4. Clothing Supply Store;**

- Orders are going well. Order has been placed and should be in the next week or two, delivery before the break.

### **5. Christmas Lunch:**

- Our volunteers are so great, such an incredible response for help. 336 student orders in, + 16 staff. Averaging for 400 people to attend.
- Still waiting for icing to go on sale, we need 25 cans. Fingers crossed for us!
- We need to look into table clothes as well. Looking into better options than just disposable ones every year. Can we get any from friends and family that they no longer use? It gets expensive always buying from the Dollar store and just throwing them out. Would like to buy some and keep them for the next year's lunches.
- Marie Robinson made a phone call during the meeting and was able to secure 22 white table clothes and gravy boats as a donation to use during the lunch!! Thank you very much Maria!!!! This really helped us save a ton of money!! As long as they were ready to go back the next morning, the school could borrow them for the day.
- The gravy was donated, which was very generous and greatly appreciated.
- Are we able to allocate a bit more money to the Christmas lunch? Still need: \$156.00 for rolls & butter & condiments and drinks.
- Motioned by Elva Taylor: We motion that \$200.00 be allocated to the Christmas Lunch. Second by Kuljinder Kaur. Motion granted the vote was unanimous.
- Will be passing out the potatoes, turkeys and cupcake mixes on Friday before school. Turkeys will be returned Monday morning and cupcakes being returned the Tuesday morning.
- We still need a few volunteers to cook turkeys. Some people might be getting two turkeys to cook! 10 turkeys and 6 bags of potatoes left to find volunteers for.....

## 6. Santa Store:

- Mr. R has agreed to open the Santa Store room Monday for set up. This is a tremendous help to the volunteers! Thank you Mr. R!
- Elva will email all the teachers to coordinate times.
- There is a serious challenge to get rid of the old inventory of gifts from previous years. Elva is thinking of having a 2 for 1 table.
- \$532.00 left of allocated money remains but need "dad" gifts that kids will be excited to give, not just the remainder from previous years. There was a mention of picking up gifts on sale for next year so we have a better selection of gifts to choose from next year.
- There are around 750 gifts, but some are really not very good. Some will be packaged together this week, but others may just not make it to the tables.
- There will be a list provided to volunteers to let them know exactly what each child will be able to pick based on the dollar amount provided.
- **Motioned by Meloney Heagney: Allocation to add \$250.00 to the Santa Store Fund.. Second by Mimi Hamon. Motion granted the vote was unanimous.**

## 7. Skis for Students.

- The money that was asked to be allocated for skis and/or equipment has been put on hold indefinitely.

## 8. List from the Teachers - Review

- The list that was provided is far more than we have left in allocation of funds. Can the teachers see if there are items online, either on special or second hand?
- To help Home & School know what is truly important, teachers should try to come to the meeting with the paperwork in hand.
- It was asked/added if Home & school could provide Mme. Agulnik (Gr. 2) class with 4 mats, total of \$130.00,

## New business

### 1. Volunteer Coordinator Position: Tara Mark

- **Motioned by Meloney Heagney: We nominate Tara Mark to fill the Volunteer Coordinator Position. Second by Andrea Cappelli. Motion granted the vote was unanimous. Welcome Tara!!**

### 2. Buddy Bench Allocation:

- **Motioned by Tara Mark: Motion to allocate \$30.00 for the purchase of a lock & chain for the buddy bench. Second by Meloney Heagney. Motion granted the vote was unanimous.**

### 3. Allocation for Pizza / Subway Lunches;

- We spend \$2100.00 / month on the Pizza/Subway/TCBY lunches. It brings in \$1100.00 / month profit for the school. We must allocate these funds and put them in the financial report.
- **Motioned by Shannon Seary D 'Andrea Motion: We motion \$2100.00 / month for Pizza/Subway/TCBY lunches. Second by Andrea Cappelli. Motion granted the vote was unanimous.**
- In January, we will motion whether or not to allocate the funds for every month, or if we will allocate for the rest of the year.
- Parents are asking if they can pay for the whole year? Working on it for the beginning of the year. Will either be 2 payments or the rest of the year. There are approximately 190 cheques to process every lunch. This is a ton of work. Not to mention the cheques that are not filled out properly, not signed or bounced.
- On-line payment is also being looked into as an option for next school year.

### 4. Attendance of Committee Leaders;

- The By-Laws have been sent out to all members.
- If you decide to volunteer and to head a committee, you must attend the meetings in which your committee will be discussed. It will appear on the agenda which we are trying to send out a week before the meeting.
- To chair an event, you must be a member of the St. Patrick's Home & School.

### 5. Teacher Appreciation Week – No assigned committee leader as of yet:

- The week will probably be Feb. 13<sup>th</sup> through 17<sup>th</sup>, 2017. Will be confirmed as soon as possible in January 2017 by Mr. R.
- We need a leader for this event, is there a member who would like to volunteer?

- Ideas for gifts for this week include: Chocolate fountains, a Yoga instructor coming in for the teachers, Manicures, massages, Bringing in / ordering lunch one day for the teachers, Seniors/juniors bring in food, SAQ gift certificates and/or baskets to be raffled off. Keep these ideas coming!

**6. Spring Dance – No Committee Leader as of yet:**

- There is a DJ who could come to DJ the dance for a fraction of the price, \$80.00 instead of \$350.00 - \$400.00 as usual. However, this DJ does not MC. Is there a parent who is good at MC-ing who could do this? It might be worth looking into for the savings.
- Dates at this time seem to be May 26<sup>th</sup> 2017 or June 2<sup>nd</sup> 2017.

**7. Grad Sweat Shirts;**

- The sweat shirts should be in this week or next, before the holiday.

Varia

- a) It was brought up that to sell the chocolates it can be very good sales to set up at grocery stores. Some charge a fee but some don't. Maybe push older Grade 5 & 6 students to do this?
- b) Motioned by Shauneen McNair: Motion to pass the By-Laws: We motion that the By-Laws have been read and understood. Second by Shannon Seary D 'Andrea. Motion granted the vote was unanimous.

**Adjourned:** 8:22pm