

## **St. Pat' Home & School Minutes Sept. 12<sup>th</sup> 2017**

**Present:** Kim McLaren, Tracy Batten, Jacklyn Leung, Trina Pearson, Donnalynn Rainey, Manon Tremblay, Aliona Siminel, Maria Peunte, Kuljinder Kaur, Janice Stott, Karen McMahan, Jennifer Pelletier, Meloney Heagney, Marie Cirelli, Jennifer Colantonio, Stephanie Davidson, Pam Robinson, Nathalie Knott, Jen Murphy, Mimi Hamon, Melanie Moore, Taedra Harris, Sarah Smith McPhedran

**Regrets:** Jennifer Taylor, Stephanie MacIsaac, Shannon Seary, Jael

**Call to Order:** 7:04pm

**Accepts Prev. Mins:** Meloney Heagney Second: Stephanie Davidson

**Accepts the Agenda:**

**Introduction:** Good evening! I'm Taedra, the new president here at Home & School. Welcome to our new school year! Maloney is our Vice president. Sarah is our treasure. Mel taking notes over there is our secretary. Janice is our volunteer coordinator. Kuljinder is our membership coordinator.

Thank you all so much for the help for our Welcome Back BBQ! Thank you to Meloney for the coffee idea; it was great for parents.

A huge thank you to Steph! While she was president of H & S they raised \$27 000 towards our new backyard playground in 2 years. Just a fantastic job Steph!! Making us very close to the \$30 000 we need to get started. Maybe we can make a visual diagram to show just how close we are?

**Reports:**

**Administration:** Mrs. Knott

- Thank you H & S for the BBQ. Very much enjoyed by staff and students and their families.
- A very smooth entry into the school year. I was surprised that it went so well with so many students. The staggered Kindergarten days went amazing.
- The first fire drill was last week, as I'm sure your kids told you. It went extremely well. The kids are just amazing here & know what to do. We had the lock down drill today. Our teachers did a great job. Some kids were nervous but Mr. R told them it was a practice, made sure everyone knew it was a practice and the kids did great. We only do one of those a year, so it is done for now. It did go very well.
- Our Governing Board meets the first Tuesday of every month and all fundraising and activities must be put forth then.

**Staff:** Jen Murphy

- Thank you for the Staff VIP passes! Very cool idea.
- For the chocolate fundraiser, we are cross referencing the families.
- The Terry Fox run is Sept. 26<sup>th</sup>. We need volunteers for that please. We will be running again with Edgewater School. We are organizing this event with our new Phys Ed staff members: it went so well last year we are going to do it again this year. Janice, could you help coordinate with volunteers and staff?
- Ms. Ashley and Ms. Jen, our music teachers, are asking for new music materials. A retired music teacher is selling their lot of musical items (books and CD's/DVD's mostly). there are some instruments as well. They are asking for \$700 for 18 boxes of items. The seller wants to sell as a lot only. There is a list of the items being sold.
  - That is a lot of money for the beginning of the year for H & S to put out. The list is extremely long, the sets are incomplete and the items are second hand, which is OK as long as a handwritten, signed receipt is included. We will have to table this request until the next meeting.
- Ms. Lynn in Cycle 1 has requested \$220.49 for a new 10' x 5' carpet for her Grade 1 class. She would be getting it at her discounted price as she is a member. This request is also tabled until next meeting.
- The Phys Ed teachers are asking for \$96.00 for juice boxes for the kids at the Terry Fox run. Motion: We motion to buy \$96.00 worth of juice boxes for the students during the Terry Fox run. (Is this a Home & School issue? Should we be buying these or should the school? Just because we bought them last year does that mean that we are buying them every year? The teachers already bought them....so for this year, we will. Also, water might be a better choice for next year? Teachers need to ask H & S before purchasing

items expecting to be reimbursed. ) Motioned by: Donnalynn. Second by Kim. Vote was unanimous. Motion granted.

- The Grade 4 vaccines are coming up Oct. 12<sup>th</sup>. We would like to ask H & S for \$25.00 for juice & chocolates for the students as well as volunteers to help the kids. There are also the vaccines in April 2018. We would ask for the same \$25.00 and volunteers. Vaccines are from 8-11:30am. Motion: We motion \$25.00 for Oct. 2017 & \$25.00 for April 2018 Vaccines. Motioned by: Kuljinder. Second by: Donnalynn. Vote was unanimous, motion granted.
- From Mimi: because it is the beginning of the year we only have a small amount of money to allocate. We cannot allocate large sums at the beginning of the year as we haven't done any fundraising yet.

#### **Governing Board:** Donnalynn Rainey

- AMG at curriculum night. I thought I would have trouble filling the 3 vacant seats plus the shadow member spots but we did great. All 9 spots are filled and we had our first meeting – done!

#### **Treasure:** Sarah Smith McPhedran

- Monthly finance report. Welcome back BBQ made \$2439.15. Spent \$1080.52 \$119.48 left in allocation.
- Question: what is the \$350.00 in float? Answer: That's the amount that stays at school in change for our events (BBQ, Scholastic, bake sales, spring dance ect.). Locked away!
- The allocations were made at June's meeting. We went over what was allocated to where. (A copy can be obtained at anytime. Please contact one of the executives and we'll email that to you.) An explanation of the Santa Store for the new members: Every year the H & S set up tables with gifts the kids can buy for their parents. The kids bring in \$2 per parent they wish to buy for (to a max of 4 parents. Parents only, no extra family members & no siblings). This is an event that H & S does for the kids. We do not make money off the Santa Store or the Christmas lunch.
- Teacher Appreciation week has been made into Staff Appreciation week. To thank everyone at our school
- Kindergarten and new students get new St. Pat's T-shirts, provided by H & S.
- Bought our Pizza Fun script cards until December 2017 as we got an extra 2% back to our school. We need to allocate and extra \$500 for September to cover this. It will balance out by December. Motion: We motion an extra \$500.00 to our Pizza/ Subway

allocation for September to cover the cost of pre-purchased Fun script cards. Motioned by: Sarah. Second by Kuljinder. Vote was unanimous, motion granted.

- Motion: We motion \$3000.00 to Pizza / Subway for Oct. Motioned by: Tracy. Second by: Taedra. The vote was unanimous, motion granted.
- The fundraising from the Chocolate Fundraiser must go to the Grade 5 & 6 classes towards their field trips and the balance must be put towards the backyard fund as that was how it was presented to the Governing Board last year. If we wish to use some of the chocolate fundraising money towards other items, we must ask for that at the meetings this year.
- Pizza and Subway do not show in the positive yet. A lot of parents did choose the pre-pay option. It will begin to show a balance as of next month. Question: Can we pay for Pizza / Subway for the whole year? Answer: Not as of yet. Maybe next year.

### **Business from Previous Minutes:**

#### **1) Welcome Back BBQ**

-Sending out Thank you cards to the volunteers, Giant Tiger and Starbucks for the items that were donated. Starbucks donated the coffee and the reusable cups that were raffled off for the teachers and staff. 40 staff members out of 87 came for their VIP passes, we think that is fantastic!

### **New Business:**

#### **1) Chocolate Fundraiser “World’s Finest Chocolate” Committee Leaders: Kuljinder & Tracy**

-The letters were sent out to parents. Majority of families would like to receive chocolate. Some parents do not want any and that is ok, we expect that. End of next week our order will go in. We should receive the chocolate by the week of Oct. 2 2017.

- We were supposed to sell the Laura Secord, like we did last year, but they would not be able to fill our order in time. So, it was a last minute decision that we would instead sell the World’s Finest Chocolates.

- As we did last year, families can always donate money instead of selling chocolate. A box is \$90.00, off that we make \$46.30.
- We can return a certain amount if not opened.

## **2) Fun Script: Committee Leader: Sarah B.**

## **3) Grad Sweat Shirts:**

## **4) Sub Committee Leaders:**

- St. Pat's Swag – Jennifer Pelletier: Sherry is our contact for the clothes. We'll get the new T-shirts in before the Terry Fox run! Just make sure to double check all emails with this supplier. We need to approve any new printers as we already use one that has our logo. Please give any info to Jennifer or Taedra.

- Scholastic Book fair and Bake sale – Mimi for the book fair and Jael for the bake sale.

- Christmas Lunch – We will determine who would like to head this in October. Marie has said she would like to head this committee. We will decide in October.

- Santa Store: To be decided at October's meeting.

- Staff Appreciation Week: To be decided at October's meeting.

- Spring Fundraiser: To be decided at a later meeting.

- Spring Dance: To be decided at a later meeting.

## **Varia:**

- A) Idea presented: As we are a waste-free school, perhaps we could look into offering students reusable water bottles? Could we ask our printer if they provide that?
- B) As of our last meeting in June, the Vice President position was not officially filled. Meloney said that she would continue as Vice President so we will have to vote her in:
  - a. Motion: We motion to vote in Meloney Heagney as our H & S Vice President. Motioned by: Taedra. Second by: Donnalynn. Vote was unanimous, motion granted. Yay Mel!!

Meeting Adjourned: 8:38pm