

## St. Pat's Home and School Meeting November 14<sup>th</sup> 2017

**Called to Order:** 7:01pm

**Present:** Sarah Smith, Elva Taylor, Janice Stott, Jennifer Murphy, Natalie Knott, Jennifer Pelletier, Jennifer Colantonio, Donnalynn Rainey, Jael Symes, Tracy Witzke, Marie Cirelli, Maria Puente, Stephanie Davidson, Meloney Heagney, Aliona Siminel, Caroline Ostrowski, Kim MacLaren, Melanie Moore

**Regrets:** Taedra Harris, Kuljinder Kaur, Stephanie MacLssac, Shauneen McNair

**Accept minutes:** \*\*Add: email Vote\*\* Accepted by: Sarah. Second by: Jael

**Accept Agenda:** \*\*To Fix: "abstained"\*\*\* Accepted by: Donnalynn Second by: Jael

### Welcome and Introductions

### Report and announcements:

1. President: N/A
2. Vice-President: N/A
3. Administration: Mrs. Knott:
  - The report cards are being released on the Fusion Porthole tomorrow.
  - The French will appear separately.
  - Parents must sign up on the Fusion Porthole to make their Parent / Teacher interviews as well as to receive the report cards.
  - November 23<sup>rd</sup> will be Photo Retake day.
  - Ms. Misty's Self Defense course for the Grade 6's is going very well: 21 of 40 students have signed up. She is so happy!
  - December 6<sup>th</sup> is the Math Olympics.
  - December 14<sup>th</sup> is the Christmas Concert for the Cycle 1 students; Kindergartens, Grade 1 and 2. Matinee and an evening performance will be offered.
    - o And the choir?
      - Oh, not too sure about that. I'll have to ask Ms. Jen & Ms. Ashley.
  - The Remembrance Day Ceremony here at St. Pat's was just beautiful! The kids were amazing! The kids with their uniforms on, coming in first! The choir was beautiful! Just a wonderful ceremony.
  - The Food Basket Letters will be going out if they have not already. Ms. Pompeo was busy getting those ready today.
  - The Staff are very excited for the Christmas Lunch & Santa Store. I, being my first time here at St. Pats, am very excited! I have heard great things about the lunch! The lunch time has been lengthened to what you guys needed.
    - o Was it made from 11:00am – 1:30pm? Or 11:30am – 1:30pm?
      - We will look into. I know it was extended but am not sure which it was extended to.
  - Ms. Ashley and Ms. Jen have sent the Home & School a Thank You card for your generosity of gifting them the boxes of music. They moved those boxes in and went through them and put everything away so quickly! It was amazing to watch them. They were so thrilled that you guys gave them the music. They have started to use it as well.
  - The bench is up! Thank you to Jael's husband Peter, who came in and got the bench in! Thank you so much!!
4. Staff: Jen Murphy:
  - We were here when the music boxes arrived and the excitement from Jen and Ashley was incredible! So, yes, they are very grateful.
  - Here are some receipts from science towards the allocated funds.
  - The Kindergarten's went to the Ecomuseum last week. They had a blast!

5. Governing Board: Donnalynn Rainey:

- We had approved a daycare trip to the movies, but it needed to be amended, as it did not specify that it was the Kirkland Coliseum as the venue. So you should have received an email from daycare with the name of the theater they will be going to.
- The "Bully Plan" was updated to reflect online and any bullying by computer as not acceptable.
- We approved the Food Basket Letters. Will be going out soon.
- We are going to be working with Home & School to raise more money for the backyard to astro-turf the soccer field.
  - o The city has paid for astro-turf elsewhere. Donnalynn is looking into this as well.
- Governing Board reps attended the resignation of one of the LBPSB board members. We put forth our recommendations of what type of person should replace them.

6. Treasurer: Sarah Smith:

- Grade 4 Vaccines: paid for the chocolate bars and juice boxes.
- The Pizza numbers include the cards until December 2017. (We use Funscript cards to pay for Pizza, as it gives money back to the school.)
- So far on chocolate sales we have raised \$6400.00 but we still need the returned amount added. I also deposited \$2000.00 today towards chocolate that is not on the report.
- We paid our fees to the QFHSA.
- Paid for the music supplies.
- 3 of our members went to the Fall QFHSA conference.
- We allocated to increase funds to the Christmas Lunch. I need to change that on the report.
- We allocated to increase the Pride Wear funds. I need to change that on the report.

7. Membership: N/A

8. Volunteers: Janice Stott:

- Mimi says she has enough volunteers for the Scholastic Book Fair.
- Jael has a few. We could use a few more.
- Jennifer needs volunteers to help set up the Pride Wear table.
  - o Stephanie will come and help set up.

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

**1. Chocolate Fundraiser: Committee Leaders Tracy & Kuljinder:**

- We are still waiting for about 20 families to finish returning money and / or chocolate. So far, it seems better than last year.
  - o 8 families who have not returned anything.
  - o 15 families who are missing what they said they had returned.
  - o We believe out of these, 5 families will be completely lost money.
- At first, World's Finest only wanted to take back a percentage of the un-sold chocolate. I really had to talk them into taking back more than they wanted to. I told them about the expiration dates on the chocolate and how we cannot sell it after those dates. They agreed to take more back.
- I shipped back the un-sold chocolate today. We are left with about 100 bars.
  - o Are we still going to sell them at \$3.00 a box? Should we sell them at \$2.00 / box?
    - Some of the bars are broken so we might sell those cheaper. I would like to try and sell as many at \$3.00 as possible. We will try and sell as many as we can at the bake sale.

## **New business:**

**1. Pizza / Subway Lunch Allocation:**

- We were only allocated until November.
- We only need to allocate \$1700.00 for December, as we have the Christmas lunch.
- We would like to allocate \$3400.00 / month from January – June 2018.

- Motion: We motion to allocate \$3400.00 / month towards Pizza and Subway for Jan – June 2018 and to allocate \$1700.00 for December 2017 Pizza lunch. Motioned by: Stephanie. Second by: Meloney. Vote was unanimous, motion granted.

## 2. Pride Wear: Committee Leader: Jennifer Pelletier:

- Our costs are increased on the T-Shirts:
  - o From \$8 - \$10 Youth
  - o From \$10 - \$12 Adult S-XL
  - o From \$12 - \$14 Adult 2XL
  - o From \$12.50 - \$16.00 Adult 3-5XL
- We had travel mugs made to sell at the book fair. We only have 50 of them available. Should we place an order for more? They are on special until the end of December. The minimum order quantity is 50 pcs.
  - o Why don't we just sell what we have in stock and then put out a sheet at the pride wear table for anyone who might wish to order more? If we make the 50 piece minimum order we can reorder. If not, then we will not reorder at this time.
- Can we set up some kind of draw for parents? Maybe a water bottle, scarf and travel mug "basket"?
  - o We will look into the possibility of setting up a draw.
- We had to send out an emergency email vote to allocate \$2235.00 to purchase Pride Wear to sell at the book fair. I (Melanie Moore) received back 29 votes for "Yes" making it enough to pass the motion.
- For any future email votes, we must "reply all" with our vote.

## 3. Portfolio Night:

- Preparations are going ok.

## 4. Babysitting for Members:

- Taedra wanted to put an idea out: Is it possible to take 2 or 3 Grade 6 students, who have done the baby sitting course and pay them a small fee to watch kids during Home & School meetings? I know there are members who would like to join us but cannot due to no one home to watch the kids. If we had a room set up here during meetings, maybe more members could come?
- Mrs. Knott will look into the idea.

## 5. TerraCycle:

- Hi, my name is Caroline and I am here to talk about an email I sent to Taedra. I was looking at the back of these Go-Go Squeeze packages one day and read that they CAN be recycled. They can be recycled by this program called TerraCycle. I called their rep. This company is aimed at reducing the waste caused by these, and other, types of packaging.
- The way it works is you contact the company and they send you the bin that you need. When it is full, you schedule online the UPS the pickup and off it goes. You can be a drop-off point in your community as well, but this being a school, that would probably not be the point of this program. The kids would learn more about recycling and also seeing as this *is* a school, we use a lot of these apple-product packages.
- They offer recycling programs for all types of packaging; chips, these apple sauce pouches, coffee pods, etc.
- Each time you return packages, they are weighed. Your school collects points based on the weight of returned product. You can then use your points to purchase recycled items, like boxes and picnic tables, made from these recycled items.
- They sometimes offer promotions, where you can earn bonus points.
- They offer access to posters to hang around the school.
- The website is terracycle.ca
- <https://www.terracycle.ca/en-CA/>
- Mrs. Knott will bring it up with the teachers and see what people think. It did get a good response from the attending members of the Home & School.

## Varia:

- A) The Santa Store: The Santa Store really is just for parents and step-parents. We have found this to be the best way as of now to hold this event.
- a. New idea: We have decided that this year, all kids are going to get their \$2.00 / parent Monopoly money, regardless of whether they have actually paid the \$2.00 on the form or not. It will make it much easier for the volunteers to help the kids. It will also not single-out any kids who have not brought in money.
- B) Date of the Christmas Lunch: Is Thursday the best day to hold the Christmas lunch? If there was a snow day, it does not leave us any time to reschedule.
- a. We really cannot move the Christmas Lunch at this time. Too many preparations have already gone into it. Fingers crossed that everything goes well and the weather cooperates.
  - b. Marie: Can we offer only apple juice and water? Would any kids be very disappointed if we did not offer another type of juice?
    - i. Yes, it should be fine to just offer the one juice choice.
  - c. Marie: Can we give the 6<sup>th</sup> Graders an option on whether or not they want a turkey leg? Can we make a form for them?
    - i. Yes, sounds good.
- C) Fall Conference: Sarah:  
At the fall conference, we got to talk to 2 schools that currently use online payments with e-transfers. E-transfers seem to be free, while credit cards charge us a fee to use. There are a few methods we can use. The bottom line is, we would need to set up our account. This means making forms, setting up accounts and keeping track of payments. There is a cost to setting it up. Once started, it is less expensive than credit cards. We should start to get some numbers together as to what that cost would be. Does anyone have experience setting up a program like this? It is something we need to look into, as we now have so many kids attending St. Pat's. the cheques and paper work are just crazy. Online payments would be a great option. It would mean less lost forms, lost payments, lost paper work. It would just be easier. As we get more information, we will keep everyone posted.
- D) ERM's: ERM's from Home and School are being used too often. If you need a message sent to all parents through the school, let Taedra or Meloney know. They can combine messages and not have to send so many out to parents.

**Adjourned:** 7:56pm