

**St. Pat's Home and School Meeting**  
**Dec. 18/17**

**Called to Order:** 7:06pm

**Present:** Meloney Heagney, Taedra Harris, Sarah Smith, Jennifer Murphy, Natalie Knott, Janice Stott, Trina Pearson, Tracy Witzke, Andrea Cappelli, Marie Cirelli, Maria Puente, Shauneen McNair, Melanie Moore

**Regrets:** Manon Tremblay, Kuljinder Kaur, Jennifer Pelletier, Kim McLaren, Stephanie Davidson

**Accept minutes:** Andrea, Shauneen

**Accept Agenda:** \*\*Remove Christmas Concert Table from New Business\*\* Accepts: Shauneen, Marie.

**Welcome and Introductions**

**Report and announcements:**

1. H & S President: Taedra Harris:

- It was an eventful portfolio night.
- We are in need of more volunteers to work at the tables. Some people ran tables for 8 hours, it is too much work. Even if someone can give a half hour of their time, it would give a break to someone who has been working a long shift. If anyone knows people who want to help out, send them over!
- That being said, we sold 81 sweatshirts at the table during the book fair. Half of these were bought by our daycare staff. Mr. R and Ms. Jodie offered to pay the first \$15.00 of the sweatshirt cost, leaving them to pay \$10.00 for a sweatshirt. Most took that offer.
- We made \$428.00 in profits just from the sales at portfolio night.
- The QFHSA has sent out an announcement. Appreciation night deadline is approaching.
- At the Christmas Concert, we sold pride wear and chocolates. People wanted sweat shirts delivered before Christmas, but we just could not honour that delivery time, it was just too close to Christmas to get another order in. We need a minimum order of 12 sweatshirts before we can even place an order.
- The St. Pat's Open House will be Jan.23 2018. We will need volunteers for that day.

2. Administration: Mrs. Knott:

- Congratulations to all the students on the Cycle Achievement Awards that were given out.
- The Homework program started Nov. 1st 2017 for 1 hour every day after school.
- Ms. Lenora has left on maternity leave.
- This coming Friday will be Ms. Misty's last day with us, as Ms. G. is returning from maternity leave.
- The Grade 1's had a visit from the fire department all about safety. The firemen were fantastic and sent home new smoke alarms and stickers.
- I attended the Math Olympics with the students and it was a lot of fun. Our students came in 3<sup>rd</sup> in one event and 5<sup>th</sup> in another.
- Dec.14 2017 was the holiday concert, my first one here at St. Pat's. The students and teachers were amazing! Great job by our music department.
- The following Sunday, our choir sang at a church in Beaufort Village. Ms. Ashley's husband helped at that event, so thank you to him.
- Please, the H & S room needs to be cleaned out, thank you!
- About offering babysitting during Home & School meetings, it is something we need to sit down and discuss. It comes down to an insurance issue. Taedra and Donnalynn are on it.
- This week I attended a meeting here in Pincourt about community events. There will be three events held throughout the year. The first one will be held here at St. Pats. March 21 2018 - a spaghetti dinner. Maybe our choir would like to perform? Would anyone like to come? It is like an open invitation for our community to come and see our school. The other two events will be held in other places in Pincourt: the

next is at Chene Bleu. It is a community project, not a fundraiser. The city does the work; we do not need to provide the chefs or anything else.

3. Staff Report: Jen Murphy

- One of the fathers is a RCMP officer and came to speak to the kids about on-line safety – in RCMP gear! The kids loved it and really listened to what he had to say. He talked to them about how to be safe on social media and what is appropriate and not. He answered all their questions – did they ever have a lot of questions! It was great. It was organized by the staff and went very well.
- We had sent home an email at the beginning of the year asking to show us picture of you wearing your St. Pat's gear around the world. We have not had any pictures sent in yet – so please do if you go away!

4. Governing Board: Donnalynn Rainey's Report: N/A

5. Treasurer: Sarah Smith:

- We have collected for the Christmas lunch and Santa Store but we have not paid for the lunch yet. Probably will go out only in January 2018. We just need the invoice.
- Teachers Convention: We offered \$50.00 to each teacher for the convention. We are waiting for any receipts to be handed in for reimbursement.

6. Membership: Kuljinder Kaur's Report: N/A

7. Volunteer Coordinator: Janice Stott:

- We have lots of volunteers for the Christmas lunch. Please be here before or at 9:00am.

**Business arising from previous minutes:**

N/A

**New business**

1) Santa Store Vacancy:

- The leader we had for this event has stepped down, so we need a leader.
- The inventory is downstairs. It is pretty well documented. There is not much left to do, we just need someone to head the event.
- We will need volunteers to help set up the room the night before. We have the room as of 2:20pm Wed afternoon.
- Stephanie and Maria can head this event.
- The Grade 6's will be set up in another room nearby for wrapping.
  - o Do we have enough supplies for them?
    - Yes, I believe we do.
- We need to send out the spreadsheet to the teachers so they can fill out the time slot they need. Send it to Ms. Knott and she will get it to the teachers.
- "Money" is printed and ready to go.
- Most kids did sign up for this event. Andrea will email a list to the teachers of which kids did NOT sign up.

## 2) **Christmas Lunch: Committee Leader: Marie Cirelli**

- Everything we need is bought and done. We have all the numbers for people who want a lunch.
- The truck will arrive at the school at 10:00am. We'll need volunteers to unload everything into the school. We will be going through the school yard. It was approved by Mr. R.
- We have the decorations. We will need volunteers to set those up as well.
- We will be setting up the tables Wed night. One less thing to do Thursday.
- Will the cupcakes come already iced? Or will the volunteers be doing it Thursday?
  - o The volunteers will probably be doing it the day of. Cupcakes are easier to transport if they are not iced.
- We have a Santa! Thank you Pat! He has music!
- From Andrea: Some kids have allergies, I believe we have 6. We will be offering them TCBY instead.
- The first sitting is at 11:00am. Cycle 1.
- The second sitting is at 11:45am, Cycle 2
- The third sitting is at 12:25pm. Cycle 3.
- From Taedra: We have some sponsors who most likely will show up. Some of them very much appreciated the invite to the lunch: our MacDonald's rep, the Mayor, our MP, our TCBY rep, our sweatshirt printer.
- Santa will not be visiting the classrooms. The kids are just too excited to see him. He will come in with Mr. R. Santa can be here at 10:30am.

## 3) **Baby Sitting Course:**

- We need to figure out what dates work for the course. It is \$50.00 per student. We are using the Red Cross training..
  - o Talk to administration to get available dates.

## **Varia:**

- a) **Taedra:** At the Edgewater Open House, they have teachers and parents there to guide the tours around the school, while here we have the Grade 6 students do it. Could we see if parents or teachers could be available to answer new parents questions?
- b) There is one student who is currently on the hospital. We are wondering if we could vote on whether we can give the parents \$200.00 from the allocated "Student Aide" to help cover a month's worth of parking at the Children's, which is very expensive. We have \$500.00 allocated for that fund. Maybe we could offer for parking and gas?
  - a. **Motion: We motion to use \$200.00 from the Student aide to purchase a parking pass at the Children's Hospital for the parents of a sick student. Motioned by: Shauneen. Second by Meloney. Vote was unanimous motion granted.**
- c) **Andrea:** I have had some feedback from teachers and parents around the school asking why we have not tried Dagwood's sandwiches instead of always serving Subways. So I got to asking. Dagwood's sandwiches are cut-fresh deli meat and are made fresh same day. I spoke to our local Dagwood's franchise and he is more than happy to help our school with orders. So, for January, I am proposing that for one month, we try Dagwood's instead of Subways and see if it brings us in more orders. We would make the same offer, 6" sub – NOT platter sized subs – a drink and gummies (instead of TCBY). The drink and gummies come included with the lunch; I no longer have to run around and look for juice boxes on sale (for |Dagwood's lunch anyway, still would need too for pizza). TCBY charge us delivery, as does Subway. I can go and get the Dagwood's

myself as they are local and not far from the school. At first I thought the cost of the Dagwood's subs would cost a lot more money, but after analyzing the numbers, they work out to be the same - and a lot less work. `

- It means we cannot offer the pre-paid option for Jan – June 2018, but we can offer from Feb – June 2018 the next month.

- **Motion: We motion to try a Dagwood's Sandwich lunch for Jan. 2018 and if the response is good maybe switch to Dagwood's for the next school year. Motioned by: Andrea. Second by: Tracy. Vote was unanimous motion granted.**

d) Chocolate Fundraiser Prizes: Tracy: I need to ask for \$200.00 for gift cards and a pizza lunch for the kids who sold the most chocolates in the fundraiser. The pizza lunch is being held Jan.11/18 for the kids who sold more than 2 boxes. We will draw the names for the prizes the Friday before the Christmas break, before they start the movie. We have stuffed animals and gift cards for the kids who sold chocolates; bigger prizes for the older kids who kids who sold more. We are still offering the Principal / Vice-Principal / Administrator / Phys Ed Teacher for a day prize as the kids seem to enjoy these prizes the most.

a. **Motion: We motion to allocate \$200.00 for prizes and pizza lunch for the top chocolate sellers. Motioned by: Tracy. Second by: Shauneen. Vote was unanimous vote was granted.**

e) Online Payment Set-Up: Sarah, Meloney & Taedra: After looking at many, many types of online payment options, we have found the one that works best for our school. The cost is \$60.00 / month to run which includes unlimited transactions and multiple admins to the site. This is a very good cost considering how many forms and payments will be used on the site. As it is right now, the bank charges us \$0.20 / cheque to process. We need to make our own website and web forms. This would be the Home & School's online payment option; it would not be for payment options at the school or for teachers. Everything Home & School related can be paid online through this set up. The site will accept all types of payment options: debit, credit cards, Pay Pal and e-transfer (e-transfer's are free). No more bounced cheques, no more tons of paperwork. Once we have it set up, it will be under the Home & School heading on the St. Pat's website. Parents will still have the print form and send in cheque option. We will still leave hard copies of the forms in the front of the school.

a. **Motion: We motion \$200.00 for 3 months worth of service to set up and try the online payment website for St. pat's Home & School. Motioned by: Melonie. Second by: Andrea. Vote was unanimous the motion was granted.**

**Adjourned:** 8:37pm