

Parent Council Meeting Minutes

Oct.21, 2019

Meeting called to order at 6:30pm

Members in attendance:

Michaela Richardson-Funk

Chantal Church

Robyn Clarke

Jill Boulet

Kim Metcalfe

Leslie Wortuk

Carla Arnason

Shannon Pfaff

Trent Crawford

Megan Crawford

Jen Fisher

Natalie MacFarlane

Melissa Balentine

Jodi Funk-Clements

1. Greetings from new interim principal Leslie Wortuk
 - Winter clothing drive- coming to an end-heading to Wasagamack. This will be the beginning of a long term partnership with our first nation community.
 - ELA teachers met with Pembina Trails Divisional language arts consultant. We will be using partnership with Wasagamack to deepen relationships- creating enriching learning experiences.
2. Review of spaghetti dinner
 - Dinner ran smoothly

- Lots of pre-orders
 - *** not enough volunteers- we need more volunteers for next year***
 - Made \$1377.00 We had \$92.00 worth of expenses Net profit of about \$1300.00
 - Food donation is huge for making it a profitable fundraiser
3. Landscaping Project Review
- Total project estimated cost \$85,000
 - Concept of project is more green/more nature playground etc.
 - This is a 2 phase project: Phase 1 is complete (consisted of planters at front of school and compost bins located in rear of building near parking lot)
 - Phase 2: Currently being worked on.
 - Current work is grant applications and fundraising through school
 - Applying for around \$58,000-\$60,000 through grants
 - Big fundraising through parent council directed towards this project this year.
 - Looking at approaching parent community for donations
 - Working on donor letters with the help of parent Kim Bell
 - All money must be in before division will approve project.
 - Need to vote on donor letter to send out with child ASAP
 - There will be 2 separate letters- 1) business letter 2) parent letter

Question from the table...

How quickly can we get monies in?

Answer: monies must be submitted by cash or cheque for tax purposes. Money must be deposited in to specific designated account. Suggestion is made by Natalie Macfarlane that perhaps an envelope is sent home with letter. This may be a more overt approach, but would allow donations to be sent back promptly.

- Overall budgeting for project: grants will equal \$62,000. Fundraising projects will equal a minimum of \$9,000. Donations from community (both business and parent) will total a minimum of at least \$14,000.
- Finding it is a struggle to dance the fine line of educational/environmental for grant applications
- Consensus is the letter being sent out is good- maybe donation brackets are too large.

Question from the table...How will it work if we don't raise all of the money?

Answer: We will continue on to work on raising required funds. We can do the project in more phases but that will cost us more money, so we would like to do it sooner rather than later.

Question from the table...Should we fundraise within our community? Outside of our student population?

Group responses: do a mailer. Direct this mailer towards family legacy concept. This would be separate from the current 2 letters we currently have designed.

- Plea from Jen to have more members join landscaping committee
 - Content needs to be updated on school website- we are aiming for transparency with the community. We have recently started FB pages and instagram accounts.
 - Will speak to Mr. Todd Johnson regarding website update. Chantal will forward fundraising info to Todd. Send electronic versions of letters. We need to speak to Todd of design revamp. Make website more appealing.
 - Thermometer- do we want a more professional look? This will cost us \$75.00
 - Next landscape meeting November 6, 2019 at 9am.
4. Christmas concert fundraising:
- Bake/craft sale both during the afternoon and evening performances
 - Bake sale items must contain ingredient list
 - Bake sale items must be nut free
 - There must be an assurance that all bake sale items are made in safe food handling
 - Volunteers needed
 - Christmas concert is schedule for December 12, 2019
5. Current Fundraising Update;
- Fundscript is the current fundraiser
 - There are 4 orders
 - Absolutely latest deadline for orders is Monday Oct. 28th
 - Not as much raised as expected from this fundraiser.
6. Activate Games Fundraiser
- Megan and Adam Schmidt are owners and are graciously donating 100% of profit.
 - We need to decide on admission price. \$15, \$20, or \$25/per ticket.
 - Could we do 2 separate time slots? 5-6:30 and 6:30-8
 - Max capacity of facility is 80 ppl
 - Kind of want to sell food ---waiting on decision from owners

- This event is recommended for ages 10 and up
- Decide on if we want to do a ticket that includes food as well
- We will revisit this next meeting or December's meeting to finalize details.
- Date for fundraiser is booked for January 30th, 2020
- Trivia Night: April 25th- BOOKED
Community centre is booked for the event. \$160.00 Need permits for liquor.
50/50 draw
Silent auction prizes-ideas or donations
Quiz host cost: \$400
How many tables? 200 people max. \$100/table (table of 8-10 people)
Create your own team.
- Popcorn sales: \$2.50/bag. Upcoming dates, Oct. 22. Nov. 5th, and Nov. 26th. Chantal reminds us we are running this as a fundraiser, when price is questioned.

Pizza lunch money from last year: \$500/cancer care MB \$500 went to Maddix superhero run. This is enough to become a sponsor so this will be ongoing. \$600 went to give gently used winter clothes.

Should we do a fundraiser before Christmas? NO

Treasurer update: handout passed out by Kim.

Will bus be funded again this year for ski trip? YES \$800

Babysitting course booked for January 31, 2020

Motion to allocate for \$1285.00 to landscape fund. Motioned by Kim.
Seconded by Chantal. All in favour.

Any other items that needed discussing:

How was hot lunch? Orders were correct. Orders were hot. Kids were happy.

Meeting adjourned at 8pm.

Next meeting Nov 18, 2019