

St. Paul School Council Meeting Minutes

Tuesday September 18th, 2018 6:30pm

1. Opening Reflection- Provided by Laura Fraser
2. Motion to approve Minutes from May 7th, 2018 made by Nadine M, second by Crystal J. Approved
3. Administration Report-Gina Almquist, Principal
 - a. The district has approved funding to hire a 0.6 teacher for the grade 4 class. Grade 4 will split for half the day allowing smaller numbers for teaching.
 - b. Enrollment this year is at 244 students. KA-16, KB-17, 1A-21, 2A-21, 2/3-19, 3A-22, 4A-18, 4B-16, 5A-32, 6A-26, 6B-28
 - c. New tabs were added to the school website for School Council and Google Calendar, which also has a link to the District Calendar at the bottom.
 - d. Playground work is complete. The fences will remain for a few more weeks. The final cost of the resurfacing paid by the parent council was \$143,000. This does not include the cost of what was paid by the district; we are still waiting on that information.
4. Council Report-Christin Bryant, Chair
 - a. Christin introduced herself along with the rest of the executive.
 - b. Christin mentioned that this would be the last year for herself as Chair and Belinda as vice-chair, and asked for volunteers to shadow their positions to be ready for the 2019-2020 school year.
 - c. The School Council is still in need of a fundraising chair.
 - d. 'How Can I Help' forms were sent out electronically this year using Survey Monkey to record data. There was an unexpected fee of \$37 to use this service.
 - e. Committee chairs were asked to see Amanda after the meeting to update the sign-out sheet of the orange committee binders. (Committee binders are used to keep record of what each committee is doing to pass down as a useful tool to help new committee chairs who take over the position)
5. Introduction of Committee Chairs and Committee Reports:
 - a. Family Dance- Lisa Sadd
 - i. Lisa explained to new parents what the family dance was all about and also asked for a shadow to take on her position as chair next year, as well encouraged parents to sign up to help out.
 - b. 21st Century of Learning- Michelle Bessette and Heidi Gibb
 - i. Heidi announced that the front entry way project is now complete.
 - ii. The committee plans to keep the green wall as well as fill and maintain a fish tank that was purchased last year by the school. Funds to cover these costs will come annually from the spring plant fundraiser. Heidi had mentioned there are many benefits to the students to have school pets.
 - c. Grant application-Nadine Morris
 - i. Nadine has asked for help from any parents who might have a background in grant writing or any knowledge of the politics involved.
 - ii. The Grant that was applied to last May had a strong case as the playground was a safety concern. However, still no word if we received this grant; should know in the next few weeks. The implication is the playground costs, in which the grant was written for, is already paid which might affect receiving the funds. She would ask for some leeway as to put the money back into the 21st Century of Learning to continue using the funds for the original plan of the group.
 - iii. A list is now out with lots of grants that can be applied for between now and February.

- iv. Nadine also explained how when applying for a grant St Paul's demographics work against us as it is a wealthy school. She will continue with last year's plan of partnering with a lower income school and sharing the proceeds.
- v. Nadine is still working with Kim Street the grant writer.
- d. Casino- Tami Lackey and Heidi Paranych
 - i. This year's casino will be held on December 15th & 16th. Tami had sent in the Casino sign-up sheet to be passed around for parents to volunteer for a shift. Spots still need to be filled.
- e. Environmental Enhancement-Jennifer Assaly, Jennifer Book Postma, and Mrs. Nicholson
 - i. Jennifer A and Jennifer P were introduced as the new chairs of the committee.
 - ii. Fall clean up this year will be done by the students with each class taking a small amount of time to do their part.
- f. Fundraising- Vacant
 - i. Janelle D shared some ideas she had for fundraising. After much discussion, Jenna Sdao volunteered to take on the role of committee chair.
- g. Hot Lunch-Miranda Jones
 - i. 'Welcome back free hot dog' will be held September 28th. Volunteers to help cook and serve needed.
 - ii. This year we will continue to use both the Lunch Lady on Tuesdays and Healthy Hunger on Fridays. Both options do raise a small amount for school council. The question was asked if parents wanted to continue with Healthy Hunger every Friday as some of the options are not the healthiest. A motion was made by Andrea A. seconded by Amy M. to continue with Healthy Hunger every Friday. The motion was passed.
 - iii. It was asked if there was a way to order extra lunches. Giving out lunches to students that have not ordered is not allowed as there are many allergies and the family may not approve of the lunch given.
 - iv. If there is a family who would like to order but can't do so financially, are to speak with Gina herself to arrange. As well, any families whom would like to help buy these lunches can also speak with Gina.
- h. Parish Liaison- Laura Fraser
 - i. Wednesday September 19th Baptism prep classes begin with another session starting November 21st.
 - ii. If you have a student in grade 2 or higher who would like to receive the sacraments of the Holy Eucharist or Reconciliation, contact the parish office at St Johns Evangelist.
- i. Family BBQ- Anna Mercuri
 - i. Anna described the family BBQ to new parents and asked for volunteers to help out.
- j. Staff Appreciation- Stefania Valle & Tara Heron
 - i. Stefania explained to new parents that we have a week long staff appreciation where we hold a staff luncheon along with daily treats throughout the week.
 - ii. Volunteers are always welcome to join.
- k. Yearbook Committee- Stefania Valle & Tracy Hawkins
 - i. This year the committee will be working with Life Touch for the 2018-2019 yearbooks. Books should cost parents \$25. This will allow for possible shortfall of the 125 book minimum order.
 - ii. This year there is an option to purchase a book or package for a family in need. More information on how this works to come.
 - iii. Reminder to all parents send your pictures to stpaulmemories@gmail.com and to try and get pictures of groups and kids who's parents work and are not able to attend field trips, special days ect.

- iv. Tomorrow is picture day.
- I. Pancake Breakfast- Amy Mackenzie & Teryl Sporns
 - i. This year's pancake breakfast will be held on Thursday December 20th after the Christmas mass. The Kinders will be able to attend as this is a full day.
 - ii. Gina shared some ideas of what other schools she's taught at have done in the way of Christmas celebrations.
 - iii. Due to the hazards of cooking on a propane grill in the gym, they may need to consider having food catered in.
- 6. New Business
 - a. Shoe Box Campaign-Alex Favret
 - i. This will be the 3rd year that our school will be partnered with a low income school to provide Christmas shoe boxes filled with small gifts for children in need. Along with the shoe boxes we also provide the students with a pancake breakfast to make it a special morning for them.
 - ii. Traditionally the students who are chosen to go hand out the boxes have been those of the volunteers. This year the committee will be looking into how to include others to make delivery fair.
 - iii. Gina spoke briefly about incorporating social justice projects into the students learning as to keep projects separate from being confused with fundraising.
 - b. Voting in Room Reps
 - i. KA-Jennifer Postma
 - ii. KB-Janice Wong
 - iii. 1A-Jennifer Assaly and Teryl Sporns
 - iv. 2A-Jennifer Assaly and Anna Wiles
 - v. 2/3-Robin Scheelar and Miranda Jones
 - vi. 3A-Crystal Jordan
 - vii. 4A-Stefania Valle and Miranda Jones
 - viii. 4B-Alex Favret and Teryl Sporns
 - ix. 5A-Amy Mackenzie and Amanda Tindill
 - x. 6A-Laura Mclean
 - xi. 6B-Andrea Archimowitz
 - c. Departing Staff Gifts
 - i. Parents were asked to think of a formula to set a standard in regards to staff departing gifts. To be discussed at a later date.
- 7. Motion to adjourn the meeting made by Tracy H. seconded by Teryl S. at 7:58pm.

Upcoming Meetings: Thursday Nov. 8th 2018, Wednesday Jan. 16th 2019, Monday March 11th 2019, Tuesday May 28th 2019.

St. Paul Parent Advisory Association Meeting

1. Treasurer's Report/Financial Overview- Christine DeRose

1. Account Information

1.1. St. Paul PAC Account Balance: \$32,815.17 (as at August 31, 2018)

2017/2018 School Year Fundraising Summary – Main Sources of Fundraising Dollars:

- Our Money our Kids (27 Families) \$4,180.00
- Greenhouse Fundraiser \$4,526.34
- Lunch Lady, Healthy Hunger, Cobbs, Family Dance, Family BBQ

1.2. Casino Account Balance: \$12,387.78 (as at August 31, 2018)

- Outstanding Approved Expense ~ \$1000 for Jerseys
- 2018/2019 School Year Budget for fieldtrips ~ \$10,500.00

2. Action Item(s)

2.1. Funding Requests

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The following funds will be used from the Casino account in the 2018/2019 school year – totaling \$ 10,500.00

- a) Kindergarten ~ Fieldtrips (\$1300)
- b) Grade 1 ~ Fieldtrips (\$1300)
- c) Grade 2 ~ Active Academy & Fieldtrips (\$2500)
- d) Grade 3 ~ Biking & Fieldtrips (\$1300)
- e) Grade 4 ~ Swimming & Fieldtrips (\$1300)
- f) Grade 5 ~ Nourish Me & Fieldtrips (\$1300)
- g) Grade 6 ~ Camp & Fieldtrips (\$1500)

In previous years we have spent our Casino and Fundraising money on some of the following items:

- Free Hot Lunches for Students & Welcome Coffee for Parents
 - o (September Hot Lunch, Pancake Breakfast in December, Shrove Tuesday in February)
- Fun Day and Family BBQ in June
- Gardening Club & Environmental Enhancement
- Cultural Experiences
- Artist in Residence programs Words Change Worlds Writing Residency, Yoga, Alberta Opera
- Fieldtrips for each grade level (see Casino list above) Skating, Curling, Racquet Sports, Biking
- School technology (iPads, smart boards etc.)
- Library books and Software
- School furniture
- 21st Century Learning Initiative
- Subsidizing Staff Appreciation Week if Required & Staff Departure Gifts

A parent asked if we could look into school bought devices as opposed to students being required to buy their own. As well another question was raised as to the school switching to Google Chromebooks to align with other district schools.

2. Funding Requests:
 - a. Miranda J. made a motion for \$500 to cover the costs of the welcome back hot dog lunch. Motion seconded by Alex F.
 - b. Alex F. made a motion for \$656.25 to purchase 200 shoe boxes. Motion seconded by Teryl.
 - c. Stefania V. made a motion for \$503.67 to cover the costs incurred by the yearbook ordering short fall 2 years prior. Motion was seconded by Tracy H.
 - d. Christine D made a motion to purchase a \$100 gift card for Derek to thank him for doing the Year End financials. Motion seconded by Andrea A.
 - e. Christin B. made a motion for \$37 to be reimbursed for the survey monkey charge. Motion seconded by Jennifer P.
Barb M. made a motion to approve all requests, Jennifer P seconded this motion. All Granted.
3. Administration Funding Requests:
 - a. Discussion as to reallocate fieldtrips to a per student amount as opposed to a per class amount postponed to future meeting.
 - b. Gina presented a chart with a staff wish list. After much discussion a compacted request was made.
 - c. Barb M. made a motion to approve the following staff requests:
 - i. \$5000 for Artist in Residence
 - ii. \$1500 for Indoor recess equipment
 - iii. \$3500 for Classroom/maker space allocation towards casino approved expenses.
Alex Favret seconded this motion.
Motion was seconded by Alex F. Granted.
4. Crystal J made a motion to adjourn meeting at 8:50pm. Motion seconded by Teryl S. Meeting adjourned.