

# Pine Street School Parent Society

## September 6<sup>th</sup>, 2016

**Attendance:** Nasreen Banman, Cara Kern, Jacklynn Pivovar, Matthew Ross, Charlene Kozak, Lorena Ellsworth, Tarrin Nault, Pam Briton, Adrienne Marson, Michelle Campbell, Megan Sherren, Jennifer Leite, Tracey Nielson, Lorna Magnan, Brenda Nolan, Evelyn Gaudet, Jen Mills, Petra Sperkova, Laurie Couves, Kendra Hunt, Mary Sorobey, Trina Loucraft, Kristi Opalinsky, Zia Pregitzer, Vanessa Bower, Kari Albrecht, Shanna Eveleigh, Krystal Grichen, Evelyn Gaudet, Dylan Leite, Stacey Waldie

Meeting called to order at 6:32 p.m.

### 1. Elections:

- a. **Chair:** Krystal nominates Shanna. Trina seconds. All in favour. Motion carries.
- b. **Vice Chair:** Shanna nominates Krystal. Jackie seconds. All in favour. Motion carries.
- c. **Secretary:** Jennifer nominates Vanessa. Tarrin seconds. All in favour. Motion carries.
- d. **Treasurer:** Shanna nominates Pam. Tarrin seconds. There are no other nominations to be recorded. There is a callout for nominations for treasurer three times. All in favour. Motion carries.
- e. **Question:** Can a parent new to Parent Council be voted in for Treasurer? There is a side conversation between Tracey and Jacklynn about the bylaws and whether a treasurer must have been an active member of Parent Council for a year before being elected to the position of Treasurer. It is noted the incorrect bylaws have been referred to in the past. Jacklynn is in possession of the correct and filed bylaws. It is noted Council is unfamiliar with these bylaws.

### 2. Additions to the Agenda:

- a. Apparel.

### 3. Approval of Previous Meeting Minutes:

- a. Krystal motions to approve the June 2016 Parent Society draft meeting minutes. Tarrin seconds. Motion carries.

### 4. Treasure Report – Tracey Nielsen:

- a. **Oops I Forgot My Lunch:** Grade 6 and Kindergarten have been e-mailed for donations. Other grades will be asked as needed.
- b. **Library Upgrades:** A new library technician has been hired. The money set aside for library upgrades is still available. It is noted the full \$20,000 may not be required.
- c. **Teacher Wish List Items:** A question is raised about what are we, as Parent Society, fundraising for? Are we solely fundraising to pay for the wish-list items for teachers, like iPads, classroom incidentals, and consumables? A comment is made that Pine Street

parents do not know what the purpose of fundraising is. Parents are given no idea by Council as to where the money is going. This is never communicated publically, only that Council would like money. Suggestion is made that in the future, parents be told what the money will be used for up front and when they are asked to participate in each fundraising project.

#### 5. Hot Lunch – Stacey Waldie:

- a. **Update:** This is Stacey's last year leading Hot Lunch. The website is now switched to a new, more flexible one.
- b. **Payment:** Parents will have the choice to pay for it all up front or split the cost. Payment will be through PayPal only. There will not be a June Hot Lunch this year due to volunteer numbers.
- c. **Volunteers:** Getting volunteers last year was difficult. Many parents volunteer initially, but on the day of, many parents find themselves unable to attend for various reasons. This leads to Hot Lunch being short-staffed, which in turn trickles down to the children and how timely they receive their lunch. There are many complaints from parents.
- d. **Vendors:** New this year, Bev Facey will be used as a vendor. Hot Lunch is not using Opa! this year. Also, Booster Juice will no longer be offered.
- e. **Kindergarten:** Students who are in school on Fridays will be able to order Hot Lunch.
- f. **New Lead:** Shanna Ramage will be in charge of Hot Lunch.
- g. **Comment:** A parent doesn't think PayPal should be the only payment option. Stacey clarifies that parents can use their credit card via the PayPal site. It is also noted that concessions are always made for people who ask to pay by cash or cheque.

#### 6. Bank Account Signing Authority:

- a. **Motion:** Shanna motions for signing authority to be granted to Pam Briton, Krystal Grichen, and Shanna Eveleigh. Krystal seconds. All in favour. Motion carries.

#### 7. Fundraising – Shanna Eveleigh:

- a. **Meet the Staff – Shanna:** The annual Meet the Staff event will be held on Tuesday, September 13th. The format will be kept the same as last year. A scavenger hunt is planned. Instead of stickers, there will be a stamp station to avoid interruptions to the teachers. Immigration and Community Service will set up at a table. Evelyn will do a QA in the gym rather than a speech this year. The flyers went home last week. Prizes will be awarded for completed hunts. There is discussion about whether a microphone system needs to be rented for this event. It is decided to be not necessary. Shanna motions for a budget for \$350. Krystal seconds. Motion passes.
- b. **Family Dance – New Lead:** The majority of students who participated in a June 2016 schoolwide survey indicated that they would like to see a Halloween Dance

as opposed to a Family Dance in the spring. There is a question about dates. It is decided that October 28<sup>th</sup> will be used for a Halloween Dance.

- a. **Question:** It is asked if the haunted house still be held. This will depend on Mrs. Stevens and if leadership decides to go ahead with it.
- b. **Budget:** The budget might have to be higher to get a DJ on Halloween due to the increased demand.
- c. **Callout:** Shanna calls out for a Halloween Dance lead. Lorena Ellsworth volunteers to be a lead for the dance. There is a callout for the Halloween Dance subcommittee. Krystal Grichen, Kristi Opalinsky, Zia Pregitzer and Mary Sorobey form the new subcommittee. It is noted for the minutes that past members who have participated in Family Dance subcommittees include: Jennifer Leite, Dylan Leite, Tracey Nielsen, Nasreen Banman, Trina Loucraft, Kristi Opalinsky, Jacklynn Pivovar.

#### 8. Yearbook – Trina Loucraft:

- a. **New Lead:** This is Trina's first year as lead. One other person volunteered to assist, and Trina will be contacting them soon. Icon will be used again. A Gmail account has been set up to ask parents for photos to be used in the yearbook. She may be looking for a possible volunteer for taking pictures at events.
- b. **Suggestion:** Cara suggests a company, Treering.com, to use for yearbook. They offer two pages for each book that are customizable. Cara offers to join the yearbook subcommittee.
- c. **Question:** A question is raised about consent in sending in pictures. A parent could not send in a photo of another child. However, pictures taken at community events, such as dances and holiday parties, are tacitly consented to.

#### 9. Trade Fair – Tracey Nielsen:

- a. **Date:** The gym is booked for November 26th. Fourteen people have expressed interest. Mostly, Pine Street parents are looking to purchase tables, but also some community businesspeople.
- b. **Logistics:** The Trade Fair will be held in the gym, and participants will rent tables. No idea how much will be charged per table. Probably, we will charge a little bit at the door. It noted that a smaller amount would be preferred as to not deter people from attending. Tracey will make sure there are no doubles in terms of vendors. She will send out more information in a flyer. Parents can continue to contact her through the Parent Council Gmail account if they have questions or want to sign up.
- c. **Subcommittee Callout:** Jennifer Leite, Jennifer Moriarty, Petra Sperkova, Trisha Parsons, Kari Albrecht, and Dylan Leite volunteer for the Trade Fair.
- d. **Questions:** Will there be a concession? Yes, but Tracey is not sure what that would look like. Jackie offers corporate sponsorship for the event. Evelyn

notes the school has 16 to 18 folding tables. Where will the proceeds go? What will that look like? These details are tabled for the next meeting.

**10. Fundraising – Shanna Eveleigh:**

- a. **Schedule:** Shanna presents a printout of a yearly fundraising schedule based on the previous fundraising year with an addition, Game Night.
- b. **Game Night:** This is an event that was suggested in the Parent Council Parent survey. Families can bring a game in and play.

**11. Question:** Will there be a Christmas Concert this year? The Church has been booked for a Christmas concert, and with the growth in our student body numbers, Pine Street is moving to a yearly Christmas concert and away from the alternating biyearly concert and family nights.

**12. Apparel – Tarrin Nault:**

- a. **Update:** Tarrin will continue to offer Apparel items this year. Order forms will be sent out at the end of October to have apparel in parents' hands for Christmas.
- b. **Sizing Issues:** An issue with previous orders has been when parents order the wrong size and would like to exchange for the correct one. Tarrin would like to order one of every size for kids to have on hand for such exchanges. Another option offered is we state no exchanges on orders. A decision is tabled till October's meeting when Tarrin has a quote.

**13. Question and Answer:**

- a. **Bylaws – Jacklynn:** Jacklynn was asked by Council to investigate the current bylaws. She is asking for input now. She is suggesting rewriting the bylaws and also the operating procedures. COSC has samples of what a school should have in terms of operating procedures, and Jackie suggests we use these as templates. There is a general discussion about the bylaws, how changing them will occur, and if and when parents will have input.

Meeting adjourned at 7:50 p.m.

**Next Meeting Date: October 11<sup>th</sup>, 2016**