

Penhold School
Parent Advisory Council
Tuesday, October 10, 2023
Minutes

- Meeting Called to Order at 7:39 pm by President, Nora Holben

Members Present:

- Giselle Meyer, Acting Principal
- Nora Holben, President
- Natasha Caissie, Vice - President
- Renee Mairs, Secretary
- Jamie Seiyama, FCSS Community Worker
- Kim Gauthier, Director
- Mandy Toporowski, Parent
- Sherry Cooper, Trustee
- Jen Charles, Parent
- Lori Wolfe, Director

- Approval of Agenda for *October 10, 2023* meeting

Motion to approve the Agenda.

Moved by: Renee Mairs

CARRIED

- Approval of the Minutes*, as presented (OR as amended)

- *September 12, 2023*

Motion to approve the Minutes.

Moved by: Natasha Caissie

CARRIED

- Financial Report: Treasurer – *Elizabeth Dahl*

- Review of the Treasurer's Report *September 2023*
- *Chinook Edge cheque for \$400,*
- *voided cheque to Memorial Hall*

Motion to approve the Treasurer's Report, as presented.

Moved by: Natasha Caissie

CARRIED

- Executive Report: - Renee Mairs

- Correspondence

- Parent Matters - Elizabeth Dahl

- had first online meeting.
- 23 people attended
- 8 questions were brought forward by parents:
 - one question was screen time during lunch hours - to be looked into
 - why is there a need to have a staff member at every event - liability

- suicide prevention - more mental health issues noted but no specific evidence of an increase in suicide amounts. Some staff have received extra training in suicide prevention
 - SOGI was brought up but Elizabeth will follow-up with us at the next meeting
- Different survey questions due to Chinook Edge upgrading their website
- Division encouraging more use of FB for event highlights and celebrations
- Discussions with each council as far as likes/dislikes with newsletters and opinions on the Superintendent's letters which are included in the school letters
 - our school has the newsletter sent out every two weeks
 - generally find value in the Superintendent's messages
- 2 more meetings this year coming up
- Fundraising Report – Fundraising Coordinator (*Name*)
 - Bake Sale: well underway
 - have all the volunteers
 - Do we want to sell cupcakes at lunch?
 - Jen volunteering to help sell both lunch times
 - Selling cupcakes at 12:15
 - Grade 6 ambassadors to help out
 - Nora to confirm process with AHS

Motion to approve cupcake sales at lunch.

Motioned by: Lori Wolfe

CARRIED

Motion to pull out \$100 into float for the cupcake sale from the general account for October 24 and 26 lunchtime sales

Motioned by: Nora Holben

CARRIED

- Vote needs to be taken on the following:
 - Art cards
 - kids do some cards and it is put onto card stock and sold to friends and family
 - Giselle knows of a company that can print cards or calendars etc.
 - Maybe do a lunch time group for kids who want to do it

Motion to do art cards to be sold at the Christmas concert

Motioned by: Jen Charles

CARRIED

- Christmas Photos
 - Set-up in the Gym, find a photographer, do a back drop etc and do family photos
 - We would have to book in November to get Santa due to his availability

Motion to approve photo shoot

Motioned by: Jen Charles

CARRIED

- Mixing Spoons
 - Jars - 2-3 week turn around time.
 - \$50 delivery fee if we can't pick it up

- Need to decide on when
- Great for Christmas gifts
- Pick-up for December 14th at the Christmas concert
- Order to go in November 13th at noon
- Start the fundraiser October 30th

Motion to approve Mixing Spoons

Motioned by: Renee Mairs

CARRIED

- Bowling Night - Spring
 - The Gutter in Red Deer, 20 lanes

Motion to approve Bowling Night

Motioned by: Jen Charles

CARRIED

- Raffle Box - no go
- 50/50 or raffle - no go
- Bacon - no go
- Gift cards - no go
- Silent Auction - no go
- Colibri - no go

- Round up - not now - to revisit in November
 - Stores partner with us and ask clients to round up their purchases with proceeds going to the playground
 - Jen to investigate more

- New Business
 - Call a Special Resolution Meeting
 - Call of Notice for AGM November 14, 2023, not less than 21 days from October 10, 2023
 - Call for Nominations
 - - President
 - - Vice President
 - - Secretary
 - - Treasurer
 - - Fundraising Coordinator
 - Renee and Lori to meet about wording. Nora to coordinate the call with the school for posting on fb etc.
 - Has to be done by October 24th
 - Nora to bring the call and descriptions to the next meeting
 - Bylaw change at the next AGM to be put on agenda - to ratify and add in a Fundraising Coordinator
 - Financial reports also need to be presented as audited by two non-signing authorities or by an accountant.

- Next Meeting Date and Adjournment

- Next Meeting will be, *November14, 2023* at 7:00pm.
- Meeting Adjourned at 8:33 pm.

Approved on the _____ day of _____, 2023.

_____ *President*

_____ *Secretary*