



École Parc Élémentaire Fundraising Society Meeting

October 9, 2024 - Virtual - 8:00 PM

Attendees

Amanda Shand - Chair

Danielle Rusk - Secretary

Tandy Atchison - Principal

Rebecca Milburn - Special Events Coordinator

Genista Garnett - Hot Lunch Coordinator

Ralph SoroChan - School Trustee

Jennifer Dechaine - Member

Erika Nelson - Member

Victoria Best - Member

Absent

Devon Klein - Vice Chair

Jasmyne Garbe - Treasurer

Shelley Boswell - Assistant Principal

Melanie Redfearn - Member

Amy Archibald - Member

Call To Order: 7:50 PM

Additions and Approval of the Agenda

No Additions

Approval of Agenda - Rebecca Milburn 1st , Jenn Dechaine 2nd

Approval of Minutes

Approval of minutes June 11, 2024 - Rebecca Milburn 1st , Jenn Dechaine 2nd

Treasurer's Report: - Jasmyne Garbe - Treasurer (Amanda Shand for Jasmyne)

See Report following minutes

- Have just under \$22,000 in revenue from the Casino
- Need a copy of the AGM minutes signed so they can be taken to the bank so that Devon can get added to the signatures (**Danielle & Genista to complete this after meeting**)
- Think about starting to allocate a % of our fundraising dollars towards the playground expansion (maybe 25%) now that we have a cushion from the casino money - to be discussed at a later meeting

Principals Report: Tandy Atchison- Principal

1. Questions about the dance (See dance further down in minutes)

Fundraising Reports

1. Spirit Wear - Danielle Rusk

- a. Will reach out to Fully Promoted to get the fundraiser going as I haven't had any luck with embroidery place in town getting back to me.

2. Tru Earth - Amanda Shand

- a. Going as usual, have \$70 in our American account that we need to bring into our Canadian account, works out to be about \$100 CAN.

3. Cobs Bread - Amanda Shand

- a. Owner is currently traveling abroad, sent email to store to make sure things will still good for this year

4. Farm to School - Genista Garnett

- a. \$1027.50 in profit, with 620lbs being donated to the food bank (was delivered by Genista & her kids)
- b. Everything was picked up on time, overall it went really well, we've been doing it since 2017 once of our more successful fundraisers besides the casino. **Jenn to do an article for the Fort Record on behalf of EPE**
- c. Some parents did let us know that their carrots were spoiled (never had that issue before)

Hot Lunch Report - Devon Klein/ Genista Garnett

2. Should be getting the financial report on the 10th of every month to see our profits.
3. Had more than 200 Booster Juice orders more than that for the Quizno's and Pizza orders next week
4. Will be sending out a survey to parents at the end of the month to see how they are liking the new Hot Lunch platform.
5. Will need to decide if we are going to do it weekly starting in January in order to keep the current platform. Will look at maybe getting the Grade 6 students to help to ease the weekly load off Devon and Genista.
6. Vendors are sometimes running into challenges as they aren't getting the final order menu till Sunday evening, making it hard to prep in advance for the Monday orders.

Green Space Updates - Jennifer Dechaine

1. Replenished the mulch at the beginning of the year, everything is looking healthy for the most part.
2. Picked up more mud kitchen supplies
3. Will be adding more plants to the medicine garden, use the planters out front to plant more of the indigenous plants.

Playground Expansion Committee Update - Danielle Rusk

1. Still just applying for grants to try and get some funds, I will be attending a free grant writing workshop put on by the City of Fort Saskatchewan on Thursday night.

Movie Night Review- Amanda Shand

1. Got \$51.00 in donations

Teacher Appreciation - Grizzly Greatness - Amanda Shand & Rebecca Milburn

1. Updated the link for the 2024 form to include students this year. Will be more discreet about how they are presented to students so as not to upset students that don't/aren't receiving one.

Pantry Items and Co-op funds - Amanda Shand

1. Hasn't talked to Sherri about it lately to see if it's still good, students haven't seemed to be using it as much.

Family Halloween Dance - October 25, 2025 - Amanda Shand

1. Costumes? - Dress up will be optional
2. Will have a table in the hallway set up to sell Cotton Candy, Glowsticks, Chips, Candy Bags (no liquids)
3. Long and McQuade light stand and fog machine is \$106.00
4. Need to provide the DJ with a playlist that's kid friendly
5. Will set up some chairs either on the stage or at the back where there is some lighting for those parents that want to sit, can borrow some lamps from the classrooms if needed
6. Will need cashbox float and concession volunteers at least 1 parent and then some Grade 6's perhaps to help as well. Devon can help and **Tandy will find some Grade 6 volunteers.**

Motion to spend money on equipment and food items for the concession

Holiday Events and Fundraising - Amanda Shand

1. Poinsettia's at Christmas, Christmas Cards to some of the senior's facilities, sponsor a family at Christmas. **Tandy will take it back to the teachers to see if there is a need this year.**
2. Do a raffle for the Christmas concert, for all four shows, raffle off two best seats and then a parking spot in the parking lot. Found a platform Rafflebox that will allow us to do this as well as 50/50's and other raffles throughout the year. There's an initial cost to build our platform then they take a % of our ticket sales after that. **Amanda to pursue and look into this further**

Questions/ other business:

- None -

Next Meeting:

November 27th @ 7:00 PM in School Library

Meeting adjourned - 8:47 PM

Further Actions:

See items in red



Motions:

1. *To spend \$130.00 for lights and fog machine for the Halloween Family Dance.*

Motioned by: Rebecca Milburn

Seconded by : Jenn Dechaine

Voted: All in Favour

MOTION PASSED

2. *To spend \$200.00 on items for the concession table at the Halloween Family Dance (Glow Sticks, Chips, Candy Bags etc.)*

Motioned by: Rebecca Milburn

Seconded by : Jenn Dechaine

Voted: All in Favour

MOTION PASSED

Ecole Parc Fundraising Society

Treasurer Report

10/09/2024

Casino account balance 10/9/24:	<u>21,891.30</u>
General Account balance 10/09/24:	7,518.62
less restricted funds (grants/donations to be used for specific purpose):	
Greenspace project	(3,214.39)
Land based learning	(139.16)
monthly food resource budget	<u>(646.84)</u>
(from Jacqueline Shotbolt)	
	(4,000.39)
less outstanding cheques:	
#311 - EPE (agendas)	<u>(1,146.96)</u>
	(1,449.71)
<i>Plus pending deposits:</i>	-
Total General Funds available for use:	<u>2,371.27</u>