

Dr. Clark Fundraising Committee Meeting

Monday, April 27

7:15 Zoom

2021-22 Executive

President - Jennifer Dahl

Vice President - Karyn Hobbs

Treasurer - Sara Stevens

Secretary - Aruna Baker

Casino Coordinator - Jennnifer Dahl and Sara Stevens (Amber McIntosh-Wilson support)

Fundraising Coordinator - Hilary Banks (Amber McIntosh-Wilson support)

Sign-Up Genius Coordinator - open

1. Call to Order: 7:20pm
2. Introductions - Sara, Amber and Jen as parents, Mark, Nazia, Abbi, and Stephanie Pittman from Dr. Clark staff.
3. Approve Previous Minutes:
 - January
<https://docs.google.com/document/d/1FRTJu0p2ZBJNQV0s3KY5WE6f8y8nYmQ4TBz0ahDOGck/edit?usp=sharing>
Jennifer Dahl moved to adopt, Amber Wilson seconded
 - March
https://docs.google.com/document/d/1kG8I4wru8VtTPZYj_v_9AuR4qBKOL7-_6yoX09Y9qe0/edit?usp=sharing
Jennifer Dahl moved to adopt, Amber Wilson seconded
4. Financial Report (Sara Stevens)
 - a. Bank Balance:
 - i. Casino: \$11201.03
 1. Ski/Tube/Bowling outstanding transaction
 2. Bussing - school will cover it
 - ii. General - Current bank balance \$6328.90
 1. cheque repaid to the casino \$14 overage food charge
 - b. Cash on Hand (after budgeted items decided in this meeting are considered):
 - i. Casino \$5423.63
 - ii. General \$5214.50
 - c. AGLC report submitted March 17th by Jennifer and Sara. No further request for information since then.
 - i. The report has been submitted and I haven't heard from them since. No news is good news? Sometimes we get asked for receipts

- ii. Holiday Gift Shop in December, 2020 was deposited to the Casino account, but that has not been brought to our attention. We have information to give them if we need to.

5. Fundraising Reports:

- a. Smencils- Mark said they are still on sale in the library. Amber is asking if we can attach smencils to the certificates or Mark suggests saving them for next year to sell them next year. If you wanted to donate them to the award winners, we would accept them.
- b. Sara asked how effective the sales have been compared to expectations. She also wondered if others had commented on allergies/sensitive to the scents of the fundraiser. We made back our investment \$1600 is what we've made and the cost to buy them was \$1356. Jen suggests continuing to sell what is left, even into next year, rather than donating to awards.
- c. Jen will touch base with Kim and see how sales are going and then will report back. Sara commented on the ease of transactions. Once they are purchased, it runs itself. Thanks to Mrs. Perreault!
- d. Growing Smiles Spring Orders
 - i. Spring Delivery Date (May 2), Times (Amber will update), Location (Multipurpose Room), Volunteers
 - ii. Made approx \$261.12 and then we had to pay \$75.00 for shipping so estimated profit is \$186.12.
 - iii. Amber submitted the paperwork, and the delivery took us back \$75. So we didn't have to put a lot of work into it, so we didn't make a ton of money, but it was okay.
 - iv. Abbi asked if they were selling pansies or petunias - that made more at other schools so for reference for next year. It is more affordable for parents as a filler.
 - v. We needed a minimum order, according to Amber.
 - vi. If we sold \$500, then we could avoid the shipping fee
 - vii. Stephanie didn't send any out from Messenger to parents because she didn't receive anything to send out.
 - viii. Delivery date is May 2nd → Abbi is wondering if the delivery date was too soon, where frost may be a concern and push it back a little farther to after May long weekend.
 - ix. Jen asked the admin where to store them. We are using MPR for Breakfast Club, but we need to see how much we have delivered (only 40 pieces), but it depends on what time they are dropped off and pick up (3:30pm - 4:30pm)
 - x. Hilary may be able to take her Grade 5 students and bring them to the Multi Purpose Room. We need someone to help sort (volunteers) Amber should be able to do it, and will get back to you. Comp finished at 2:47 and Amber could run over and get it done by 3:30pm for pick up

6. Standing Business:

- a. Skiing and Tubing total \$2759, and Bowling \$504 in March - was well enjoyed and the bowling alley was well organized.
- b. Div. 1 activity planned? (Budgeted \$1500 Div. 1 and \$1000 ECDP in March Meeting)
 - i. Div 1 plan is Movie Theatre: Lightyear in June (\$800/grade) Kindergarten, Grade 1 and Grade 2 - \$2000 for them to go and they all had fundraising amount to cover any shortfalls (\$12/child to go and a concession pack works out to be \$1500 - \$1800 for each grade group to go.) If we committed \$1500, then can we cover the rest? \$5000 bill at the end and each group can contribute \$1000 and the school will cover the bussing and then look to PAC to make up the difference.
 - ii. Asking for \$800 per grade for a total of \$2400. That is more than we budgeted.
 - iii. **Amber motions to approve more allocation for the kids to go to the movies and allocation and increase the amount for KG - Grade 2 to \$2400. Sara seconds that and Jen agrees. Making it unanimous and the motion carries.**
 - iv. ECDP will do a penny carnival (\$1000) They want to have face painters and will be made and happen in the gym and have prizes and they're too young to go on a field trip. (morning and afternoon)
 - v. \$100 - \$150 per hour for face painters
 - vi. Stephanie will pass along to ECDP that they have a budget of \$1000 if needed.
- c. Teacher appreciation - \$1200 budget approved, need ideas and volunteers
 - i. Last meeting, we approved \$1200 to put in mailboxes, little things instead of a meal
 - ii. Mugs, gift tags, treats, sweets
 - iii. May 2nd - May 6th
 - iv. General Account will need to pay for food, paper and ribbons can come from the casino account.
- d. Hot Lunch is proceeding without the Fundraising Committee PayPal. No news, so assume everything is going ok?
 - i. Stephanie estimates we have \$75 per each pizza day and \$55-\$60 for burger day
 - ii. A&W donates meals to the students who are using the breakfast program (Their menu includes a chicken burger and regular burger with ketchup)
 - iii. Booster Juice is added for May and we will alternate a few days and see how it goes
 - iv. Parents prefer the Parent Portal, but the downfall is that parents don't have a copy of their order details

7. New Business

a. Soccer Nets for the playgrounds - Nazia Hiscock

- i. Nazia met with Operations and Maintenance about converting the baseball diamond to a soccer net. Soccer is very popular at recess. There used to be soccer nets in the back playground but were taken down because they were at the bottom of the sledding hill.
- ii. Possible to lobby the RMWB to install new soccer nets. Parents can call the Pulse Line to request that nets be installed. Amber wanted to know if there was a certain name of someone to contact. Mark shared that the Pulse Line requests are all sent to the department responsible and they are tracked. If we start now, costs could be in the 2023 RMWB budget.
- iii. Future funds could be used to purchase retractable soccer nets. This would be a more short-term solution and possibly vandalized. Costs about \$3500.

8. Confirm next meeting: **Monday May 30th, 7:15 Zoom** May (hybrid in-person/ Google Meet?)

9. Everyone (Sara and Karyn and Jennifer have completed this year. Thank you!) please visit this link to fill out Code of Conduct and Membership Forms -

https://docs.google.com/forms/d/1kWpCFi9LzWTNyngnglehNJ8dcZFR7EK78BeZyQ1cZYhc/viewform?edit_requested=true

10. Bylaws can be found at www.fmpsd.ab.ca/drclark "Parent Resources"

Agenda
Dr Clark School Council Meeting
April 27
7:15 p.m. Zoom

2021-22 Executive

Chair - Jennifer Dahl

Co-Chair - Karyn Hobbs

Secretary - Aruna Baker

Members-At-Large: Amber McIntosh-Wilson, Sara Stevens, Hilary Banks

Newsletter Rep: Amber McIntosh-Wilson

1. Call to Order
2. Approval of Minutes: See previous meeting
3. Principal's Message: (Mark Dolmont)
 - a. Check out our social media
 - b. Open Houses went well and have been a catalyst for our registration
 - c. Field Trips - Bowling & Vista Ridge and the kids really enjoyed it
 - d. Land Based Learning at Metis Local
 - e. Parent Teacher Interviews online
 - f. Eileen Lucas and WBRL started Indigenous Drumming
 - g. 440 (2020-2021), 520 (2021-2022), 530 (2022-2023)
 - h. Tree Grant
 - i. School Science Fair
 - j. Shannon Dube (Numeracy Coordinator) came and ran through lessons for the mural
 - k. Awareness for Autism Day
 - l. Ms. Dean and Ms. Banks have done a lot for Jump Rope For Heart with Jump Club and we met our fundraising goal
 - m. School Trustee Visit - Music, Kindergarten, classes, Indigenous Gathering Place, Mural & Gardens visit. Trustees had feedback that it was the best one he's been to because it was the most authentic. They were very impressed!
 - n. Radio Ads - Rahaf and Levi at Mix 103.7
 - o. Playground Update → inclusive playground, two brand new parks, and then a third new park the next year
 - p. DC Talent Show Ms. Wood collaborated and put together a presentation with Ms. Hiscock
 - q. Community Clean Up for Earth Day - reach out to the municipality to help clean up around.
 - r. Please reach out if you need anything
 - s.
4. Parent Feedback: (all)

- a. Jennifer shared that starting up the GSA again is much appreciated by her family.
 - b. We are the first elementary school with Pride YMM Rainbow Spaces! Some parents had questions but it is well attended.
5. Networks Meeting:
- a. Joint Networks Committee: are there any more meetings this year? No.
 - b. Previous meeting was April 5 - Mark attended. Discussed voting at ASCA Conference and schedule for Networks meetings next year. Also discussed use of \$500 grant.
 - c. Review of thought exchange data shared at March 8 meeting
 - i. <https://docs.google.com/document/d/1ns5PL6USVqpVDYau3gO6jDqc0F5YCSuDXVyJmrApFUc/edit?usp=sharing>
6. Advocacy and Information
- a. \$500 provincial grant to increase parent involvement has certain rules:
 - i. CAN be used for: workshops, info sessions, resources, programs, parent resources and tools in multiple languages, events, trainers
 - ii. CANNOT be used for: entertainment costs (food), fundraising, prizes or incentives, payment to school board staff, entertainment such as volunteer teas, dances, concerts, performances, etc.
 - b. Mark will contact WG Hill to look into a template we can borrow. Jennifer will start the application for the grant.
7. Confirm Next Meeting: May 30 7:15 via Zoom