

## Dr. Clark Fundraising Committee Meeting

Monday, May 30th

7:15 pm

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 7:15pm
2. Introductions
  - a. *Nazia, Current VP*
  - b. *Mark, Current Principal*
  - c. *Bobbi, Principal of Dr. Clark School for the 2022-2023 school year*
  - d. *Sara Stevens, Treasurer and Parent of Grade 2 Sage*
  - e. *Jennifer Dahl, Parent for 12 years, Current Grade 6 Teacher at DC*
  - f. *Hilary Banks joined shortly after, Parent and Current Teacher Grade 5 at DC*
3. Approve Previous Minutes: April  
[https://docs.google.com/document/d/1j9W6fKk2Qqs8Dh5dRH\\_SQa3RBmYiDz8D5lv7x4aZ\\_IM/edit?usp=sharing](https://docs.google.com/document/d/1j9W6fKk2Qqs8Dh5dRH_SQa3RBmYiDz8D5lv7x4aZ_IM/edit?usp=sharing)
  - a. Jennifer moved to approve them, Sara seconds
4. Financial Report (Sara Stevens)
  - a. General Account
    - i. Bank Balance \$6,549
    - ii. Actual Balance \$6,035.29
  - b. Casino Account:
    - i. Bank Balance \$37,603.35
    - ii. Actual Balance \$34, 588.85
  - c. Sara - receipts for happy mail?
    - i. *This will be through the general account.*
5. Fundraising Reports:
  - a. Smencils - there are 200 left. Should we offer teachers to buy them or save them for the fall?
    - i. *\$2 per smencil*
    - ii. *We will try to sell them in the Fall*
  - b. Growing Smiles Spring Flowers Report - Several pick ups did not show during the evening. All items were claimed within one week. Thanks to the office staff for handling the remaining deliveries! Should choose a later delivery date next year.

Delivery times are unpredictable, so we need daytime and evening availability. 2 volunteers would be ideal, plus 2 backup in case of illness.

- i. Monday at 3:30pm pick up*
- ii. Mark expressed that it went well and it didn't bother him that they were in his office. Later delivery date would help*

#### 6. Events:

- a. Holiday Gift Shop - they are asking if we would be interested next year. Would need volunteers to be available for 3 days in a row during school hours.
  - i. The challenge would be ensuring we have volunteers for next year*
  - ii. Each class would go through to peruse the merchandise*
  - iii. Hilary mentioned kids enjoyed it since it's been a few years since they've had the opportunity to host it during an options block, maybe.*
  - iv. Bobbi said that the JH could help, but never the elementary. But she's in favour of students helping and it give them leadership opportunities and it's fantastic*
  - v. Would love to spread the word - June newsletter (Looking for volunteers with Christmas only six months away)*
- b. Div. 1 Trip - Plan to see the movie Lightyear. Received quote a few days ago: estimated 210 students at \$2552 not including snacks or bussing. Last meeting we had approved \$2500. Waiting to get final student numbers when permission forms go out.
  - i. 210 students, KG, Grade 1, Grade 2*
  - ii. Snacks will not be covered by AGLC funds*
  - iii. Jen moves to use \$2000 for snacks from the General funds, and Sara agrees that it's a big part of the experience Hilary also agrees, that motion passes*

See spreadsheet:

[https://docs.google.com/spreadsheets/d/1VH59UPuhKM2bg6sQbbXbUcsgRDdXUnPCoHZRx\\_-FLU8/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1VH59UPuhKM2bg6sQbbXbUcsgRDdXUnPCoHZRx_-FLU8/edit?usp=sharing)

- c. Staff Appreciation week - Gave chips, dry erase markers, gum, muffins, and \$5 Starbucks gift cards. Amber cut out the quotes for each. Jennifer delivered chips, muffins, and \$5 gift cards. Sara, her daughter Sage, and her father assembled and delivered the markers and gum. Big thank you to everyone for helping with "Happy Mail" deliveries!
  - i. Staff received lots and are incredibly grateful for the support from the Parent Council. Very well received and we appreciate the efforts*
  - ii. Sara's dad, Chris Stevens was very helpful and did deliveries and shopping!*

#### 7. New Business

- a. Casino Report - Annual Financial Report was accepted. We need to be very careful about accepted expenses going forward. For example, non-food supplies

for the breakfast program would require a specific approval ahead of time. Sara and Jennifer will brush up on the requirements by attending more AGLC training between now and September.

- i. Staff appreciation, food, etc. or call AGLC to get it approved but it takes time.*
  - ii. Sara and Jen will do more training, but schools are different and double check next time.*
  - iii. We haven't had to give any money back so that's good news.*
- b. Casino Notice of Deposit for \$29,665. This is for use until the next casino, which will probably be in winter of 2023-24. Another big thank you to everyone who volunteered!
  - i. Very close to what we got last time - Woo hoo!*
  - ii. This will last us until 2023-2024 until the next casino.*
  - iii. Hilary enjoyed working at the casino for the first time and everyone had a positive experience with a reasonable time commitment.*
  - iv. It was great to meet other parents!*

8. Committee bylaws can be found at [www.fmpsd.ab.ca/drclark](http://www.fmpsd.ab.ca/drclark) "Parent Resources"

9. Please read and complete Code of Conduct and Membership Forms Code of Conduct and Membership Forms - online process

[https://docs.google.com/forms/d/1kWpCFi9LzWTNygnlehnJ8dcZFR7EK78BeZyQ1cZYhc/viewform?edit\\_requested=true](https://docs.google.com/forms/d/1kWpCFi9LzWTNygnlehnJ8dcZFR7EK78BeZyQ1cZYhc/viewform?edit_requested=true)

10. Confirm next meeting: Monday, September 26, 2022. AGM will be Monday, October 24th. *Ended 7:40pm*

Agenda  
Dr Clark School Council Meeting  
Monday, May 30, 2022  
7:45 pm

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: 7:41pm
2. Approval of Minutes: Jen moved, Sara seconds
3. Principal's Message: (Mark Dolmont)
  - a. *Since our last meeting, we've had two dino celebrations online. This was the principal's discretion, but we are excited to have the assemblies in person in June.*
  - b. *The progress being made on the playgrounds, we expect it to be finished in the next few weeks. Two playgrounds are being replaced, and the third will be done next year*
  - c. *Lockdowns and fire drills*
  - d. *Hats Off for Mental Health as well as our \$2680 for Jump Rope For Heart. We had a whole school jump event outdoors*
  - e. *Employee Recognition - pins and sit down dinner and long service awards*
  - f. *Grade 6 PAT on May 18th*
  - g. *May 24/25 - School Growth Plan meetings (Assurance Model) our school growth focus will be literacy and numeracy. We shared that Shelley Dean had her first Letter M (5 students) meet this year! Our literacy block has been a success*
  - h. *Calaeh won two bronze 60m, 200m, Aya won Silver in shotput*
  - i. *Grade 6s went to Miner for a Day and they really enjoyed trying out the options!*
  - j. *Field trips to Heritage Village and they got to ensure and learn*
  - k. *In June, we have our year end assembly on the 27th*
  - l. *June 6 - 10 - PRIDE Week! Celebrating acceptance of everyone, GSA, Colouring Contest and how I support my friends (anonymous)*
  - m. *PATs and Farewells*
  - n. *June 28th is the last day with students*
  - o. *Magnetic Calendar is very exciting, grateful to use the money for Parent Council Funds (\$800)*
  - p. *Mark has been transferred to McTavish as the principal, Nazia will be the Vice Principal at Walter & Gladys Hill.*
  - q. *Welcome to Bobbi Compton, as principal and Abbi Easton and Rob Skulsky as the Vice Principals*

- r. *Jen asked if parents were invited to the assemblies in June? Mark said yes and we will be inviting them.*
  
- 4. Parent Feedback: (all)
  - *Jen wanted to say she will miss Mark and Nazia and thanks them for what they've done to support the parking lot and events in the school*
  
- 5. Networks Meeting:
  - a. Joint Networks Committee: no more meetings this year.
  - b. Annual Report is due June 15 - Jennifer has prepared draft  
[https://docs.google.com/document/d/1LjuQ66F6s-DRSILLwDoAQH0Ay\\_dTtPYPWbBLjuy63xg/edit?usp=sharing](https://docs.google.com/document/d/1LjuQ66F6s-DRSILLwDoAQH0Ay_dTtPYPWbBLjuy63xg/edit?usp=sharing)
  - c. Annual Financial Report is due June 15 - Jennifer has draft, shared with Stephanie for school amounts as well
  
- 6. Advocacy and Information
  - a. Provincial grant to increase parent involvement - magnets are being prepared for each family with next year's calendar including school council meeting dates. Total cost Staples quote was \$800. Grant will cover \$500 and school will cover the remaining \$300.
  - b. Soccer nets - thanks to everyone who sent in a PULSE line request for nets! This was their reply:  
*"Thank you for reaching out and sharing your suggestion.*

*Parks will provide small portable nets for the greenspace. Expect to see these by end of the month.*

*With regards to the conversion of the ball diamond to a soccer field, the RMWB has already finalized the 2022 capital budget, however, the request will be taken into consideration and reviewed to ensure it aligns with our Parks Master Plan and stakeholder requirements.*

*For additional information of Parks facilities please visit :*

<https://facilities.rmwb.ca/>

*If you have any further questions or concerns please feel free to reach out.*

*Take care,*

***Ashley Marges***

*Parks Assistant | Parks and Roads Services – Public Works*

*T: 780-762-5820*

- 7. Confirm Next Meeting: Monday, September 26, 2022. AGM will be Monday, October 24th.
- 8. Meeting End 7:55pm