

Fort Assiniboine School Parent's Society

Executive Meeting Agenda

June 17, 2020 6:00 pm

Attendance

- 1. Call to Order**
- 2. Quorum**
- 3. Additions or Deletions to Agenda**
- 4. Approval of Agenda**
- 5. Approval of Meeting Minutes – December 2, 2019**
- 6. Reports**
 - I. Treasures Report
- 7. Future Fundraising**
- 8. Payment of Invoices**
 - I. Q & A with Mrs. Hiemstra
 - II. Funding Request Form
 - III. Discussion of Invoice Payment – Executive Members Only
 - IV. Other Funding Requests
- 9. Next Meeting**
- 10. Adjourned**

Meeting Minutes

June 17, 2020 at 6:00pm

Fort Assiniboine School Parent's Society

Attendance:

Teresa Dekker, Crystal Wood, Tara McQueen Megan Petryshen, Lorna Hiemstra

Call to Order:

Tara McQueen calls the meeting to order at 6:12 pm; Secretary Megan Petryshen recorded the minutes.

Quorum:

Quorum has been met

Approval of Agenda:

- Megan Petryshen moves to accept the agenda as presented. Teresa Dekker seconded it. All in favour. Motion carried.

Approval of Minutes:

- Tara McQueen moves to accept the minutes from December 2, 2019 as presented. Crystal Wood seconded. All in favour. Motion carried.

Treasurer Report: Presented by Crystal Wood

- The total for the Casino Account as of June 17, 2020 is \$33769.50
- The total for the General Account as of June 17, 2020 is \$42227.19
- There is \$303.80 cash in the treasurer folder and Crystal is going to ask Jenni what that money is from and what it is for.

Future Fundraising:

- Tara McQueen sent the executive a list of possible fundraisers we could look into because we will not be getting as much from the Casino fundraiser going forward, and we are unsure of when our next casino will be.
- Little Cesar Pizza: This is a very popular fundraiser but timing needs to be right, we don't what the pizza frozen pizza to thaw waiting for pick up
- Outdoor Cinema: This one involves setting up a big screen outside and having a "Big Air" theatre. Costs anywhere from \$700-\$6000. We could see if some local businesses would

like to sponsor and we could advertise in previews. This of course would be weather dependant but could have people stay in their vehicles if needed. Crystal will look into this one further

- Family Movie Night in the School Gym: These were held a few years ago in the gym and were put on by junior high students as a fundraiser. Lots of families came and community members as well. We could do these during the winter
- Bacon / Veggies: Teresa looked into the bacon fundraiser. You get 11 lbs of bacon for \$70. Has had this before and said it was great.
- Moms Pantry: This one is also very popular but was brought up that Barrhead School does this one and we don't want to do the same as another local school
- Ice Melt: This is a local fundraiser so everyone liked that. Also it is something that everyone needs and uses here during the winter
- McDonalds and Boston Pizza Receipts: Lorna said that Pembina North School collects receipts from these two restaurants and the school gets a small percentage of the receipt totals back from the restaurants. Lorna will look into this one further
- Indoor Garden Towers: Penny Price looked into these a few years ago. Back then there were grants for these but not sure if there is anymore. We could look on buy and sell for one of these or make it a school CTF project the make. We will look back into this in the fall
- We decided on 2 or 3 fundraisers per year. Fall 2020 we will do the bacon fundraiser and early 2021 do the Little Caesars Pizza fundraiser. We will also look into having a few family movie nights throughout the year.

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Q & A with Mrs. Hiemstra:

- We have just over \$23000.00 to spend over the next 3 years. We need to curb spending a bit because we will have fewer funds available over the next few years.
- Theresa brought up the fact that many times students will take a bus, paid for by the school to a sports game with another school but will be picked up by parents for the way home. Even if we don't need the bus for the way home we still have to pay for the bus to get back. Seems like a bit of a waste of money. Can we ask parents to volunteer to drive the students to these games to save on the bus cost? Lorna said she will ask parents if possible.
- We feel that since money is so tight and the biggest expense the school would like covered by the Parent Society is bussing, would it be possible to start charging for bussing for field trips and sports trips? Maybe an extra \$5.00 per trip and that would help cover the cost of the bus and driver. Lorna has no problem starting to charge for bussing on field trip and sports trips to help cover the costs.
- So much of the bussing charge is athletics (\$1565.44) which mostly involves only the junior high students, not the entire school. We would like to see the junior high athletic students and families doing some of their own fundraising for this expense and covering the rest of the cost not covered by fundraising themselves. We are going to be doing some new fundraisers this year so if families need help covering the costs, they are to be directed to the multiple fundraising opportunities coming up this year.
- When it comes to presentations and presenters that we get to come to the school, would it be possible to keep them more curriculum and academic based? Lorna said they usually try to keep them as curriculum based as possible.

- As a Parent Society for the school we would like to see the money given to the school going to cover costs that involve as many students as possible.

Funding Request Forms:

- Going forward the Parent Society would like funding request forms to be filled out and sent to the society for approval before the purchasing of items. This way we will have a better understanding of what is being purchased throughout the year.

Discussion of Invoice Payment: see attached spreadsheet of invoices we will be paying today.

- Crystal Wood makes a motion to pay Fort Assiniboine School \$9880.42 on cheque 000012 out of the casino account. Tara McQueen seconded. All in favour. Motion carried.

Other Funding Requests:

- Crystal Wood makes a motion to pay Jenni Williams \$356.54 on cheque 000124 out of the general account for the Highway Clean Up Vouchers she submitted. Tara McQueen Seconded. All in favour. Motion carried.
- Crystal Wood makes a motion to pay Fershell Brunen \$150.00 on cheque 000125 out of the general account for the Highway Clean Up Vouchers she submitted. Tara McQueen Seconded. All in favour. Motion carried.
- Crystal Wood makes a motion to pay Jennifer Wright \$171.00 on cheque 000126 out of the general account for the Highway Clean Up Vouchers she submitted. Tara McQueen Seconded. All in favour. Motion carried.
- Crystal Wood makes a motion to pay Allison Price \$75 on cheque 000129 out of the general account for watering the school flowers for the rest of the month of June 2020. Tara McQueen Seconded. All in favour. Motion carried.
- Crystal Wood makes a motion to pay Allison Price \$100.00 on cheque 000130 out of the general account for watering the school flowers for the month of July 2020. Tara McQueen Seconded. All in favour. Motion carried.
- Crystal Wood makes a motion to pay Allison Price \$100.00 on cheque 000131 out of the general account for watering the school flowers for the month of August 2020. Tara McQueen Seconded. All in favour. Motion carried.
- Crystal Wood makes a motion to pay Candice Couiyk \$283.14 on cheque 000127 out of the general account for the flowers outside of the school. Tara McQueen Seconded. All in favour. Motion carried.
- Megan Petryshen makes a motion to pay Crystal Wood \$53.02 on cheque 000128 out of the general account to cover the cost of information pamphlets she got made for the school. Tara McQueen Seconded. All in favour. Motion carried.
- Crystal Wood requests for her to destroy all of the old financials. Tara McQueen makes a motion for Crystal Wood to destroy all the old Parent Society financial documents. Teresa Dekker seconded. All in favour. Motion carried.

Next Meeting: Wednesday September 9, 6:00 pm Fort Assiniboine School.

Adjourn: 7:58 pm

Approved on: Nov 4, 2020


Secretary Signature

Fort Assiniboine Parent Society Treasurer Report. June 17/2020

Casino account balance: As of May 23/2020: \$33,769.50. This includes the AGLC deposit of \$28,346.86 on May 11 for the January casino fundraiser.

General account balance: As of May 23/2020: \$42,227.19

Invoices I have received that are yet outstanding from this account include:

\$356.54 payable to Jenni Williams for HWC 2019

\$283.14 payable to Little Hamlet Greenhouse for school beautification flowers

\$75.00/\$100.00/\$100.00 payable to Alison Price for flower watering in June/ July/Aug. respectively

\$500.00 payable to Fort Assiniboine Preschool for staff appreciation baskets

\$53.02 payable to Crystal wood for Parent council/Parent society information brochures.

Cash balance of \$303.80

Account prepared by Crystal Wood- Treasurer

Fort Assiniboine Parent Sociey**2019/2020 Invoices Paid**

Category	Invoice Number	Amount
Bussing	IN-FA-20-001	
Education		\$ 2,531.13
Athletics		\$ 1,565.44
Music	IN-FA-20-004	\$ 616.04
Art Supplies	IN-FA-20-005	\$ 2,100.68
Classroom Supplies	IN-FA-20-006	
Box Car and One Eyed Jacks		\$ 31.45
Education Station		\$ 64.96
Amazon (Aprons)		\$ 191.80
Education Station (Butterflies)		\$ 89.22
Boreal Science (Horse Eyes)		\$ 54.79
Sanderman Home (Broom)		\$ 12.49
Staples (Paper/ Markers)		\$ -877.80
Staples (Markers)		\$ 102.36
Maps		\$ 158.00
Read to Self Phones		\$ 91.96
Magic Tape		\$ 13.99
Clean Up Vomit		\$ 92.56
Garland (For Concerts)		\$ -11.94
Rockets		\$ 353.77
Lap Trays		\$ 88.19
Calming Room Supplies		\$ 262.21
Presentations	IN-FA-20-008	\$ 1,540.00
Total:		\$ 10,850.78

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