**Penhold School**

**Parent Advisory Council**

Tuesday, May 9, 2023

**Minutes**

1. Meeting Called to Order at 7: 27 pm by President, Nora Holben

**Members Present:**

* Giselle Meyer, Acting Principal
* Lori Wolfe, Parent
* Jamie Seiyama, FCSS Community Worker
* Natasha Caissie, Treasurer
* Elizabeth Dahl, Parent/visitor
* Nora Holben, President
* Renee Mairs, Secretary
* Ken Denson, Councillor
* Amanda Barrett, Director
* Mark Crawford, Vice-Principal

1. Approval of Agenda for May 9, 2023 meeting

**Motion to approve amended Agenda**

**Moved by: Natasha Caissie**

**CARRIED**

1. Approval of the Minutes\*, as presented (OR as amended)
   1. *April 18,2023*

**Motion to approve the Minutes.**

**Moved by: Amanda Barrett**

**CARRIED**

1. Financial Report: Treasurer – *Natasha Caissie*
   1. Review of the Treasurer’s Report *April*
      1. Closing balance general account: $7,768.66
      2. Closing balance casino account: $31,569.66

**Motion to approve the Treasurer’s Report, as presented.**

**Moved by: Renee Mairs**

**CARRIED**

1. Executive Report:
   1. Correspondence
2. Fundraising Report
   1. Ma and Pa
      1. Letter for businesses are done. Posters are done as well.
      2. Renee to meet with Ma and Pa on Monday May 12th to discuss dividing up the businesses to canvass. Renee to communicate with the fundraising committee to discuss timing for canvassing after Monday.
   2. Natasha to put a letter together to go out to the new Grade 4 families outlining volunteering needs. Deadline June 15th.
   3. Mark put together and scope to help plan out the fundraising for the playground. Mark spoke with three different playground companies. One company has done up a mock costing for the playground. Ranges – from 300,00 to just over 500,00. One local company is interested in doing the ground prep as a donation. Costing dependent on materials and ground prep.
   4. Need to think about accessibility – there are grants for that. Accessibility also affects ground cover.
   5. Moving forward for planning – talk to kids, staff, visit other playgrounds, looking at catalogues. A rep from a company is coming to speak to Mark and Giselle May 10th.
   6. $250k guaranteed. CFIP - $125k. Fundraising of $125k.
3. New Business
   1. Charity check stop
      1. Applied. We got it. Optimus club pulled out. We have to pick a date. May has a few dates available, and some dates in June. Messaging group to discuss dates – thinking June 9 and 10th. All money raised go to us. 6+ volunteers is optimal.
   2. Teacher gifts
      1. 23 teachers and staff. Spent $532 dollars last year. We did gift cards. Motion to be passed at the fundraising meeting.
4. Babysitting: do it on the AGM meeting on September 12th. Decision to be made. Average about $30 a month. Average $300 for the whole year. Around $150 spent to date. Tentatively booked Ken’s granddaughters.

**Motion to have babysitting for the AGM on September 12, 2023**

**Motion: Nora Holben**

**CARRIED**

1. Grant: Lori did research on grants: Equus grant. One gives you cash to buy raffle prizes. The other is for $150k for anything. There is also a round up portion to round up to a certain amount of the raffle amount. Grant committee is needed in September to get grants going. Lots of paperwork. Need a charity number.

**Motion to apply for Equus grant to get raffle money to buy raffle prizes**

**Motion: Nora Holben**

**CARRIED**

1. Next Meeting Date and Adjournment

* Next Meeting will be, *September 12* at 7:00pm.
* Meeting Adjourned at 8:09pm.

Approved on the \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2023.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *President*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *Secretary*