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# St Jacobs Home & School Association

## Minutes

**Date:** Wednesday, September 25th, 2019 @ 6:30 pm

**Attendance:** Amy Humphries, Joanne, Amanda, Joe, Michelle, Melissa, Wendy, Kelly

### Agenda:

1. Welcome - Contact information sheet completed
  - a. St Jacobs currently has 297 active students
2. New Correspondence - Review new fundraising options. (decisions documented in point 5)
3. 2019-2020 H&S Positions of Responsibility
  - a. Next Meeting Action - Review Bylaws
  - b. Positions were nominated and agreed to:
    - i. President - Melissa A
    - ii. Vice President - Amanda Palmer
    - iii. Co-Secretary - Wendy
    - iv. Co-Secretary - Kelly Bebenek
    - v. Treasurer - Joe May
4. Treasurer's Report - We reviewed the longest report in the history of the association:
  - a. Gross Revenue - 13,697.40
  - b. Net Revenue - 7,712.44
  - c. Expenses - 12,650.00
  - d. Funds available for Distribution - 6,941.07
  - e. The budget was reviewed and adjusted
    - i. Removal of QSP, Bath Bombs
    - ii. Addition of Dreamworks
    - iii. Increase Steeped Tea
    - iv. Add additional Fundraising options
  - f. Next Meeting Action - Set criteria and gift for Graduation Award



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5. Fundraising Options - 2018-2019 Dates

- a. QSP – no longer available
- b. Fresh from Farm – Flyers went home last week
- c. Steeped Tea - December
  - i. Next Meeting Action (Michelle) - confirm how late she can do it
- d. Bath Bombs - remove
- e. Move-A-Thon - February
  - i. Next meeting action (Amanda) - confirm if Feb 21 or 28 works with DJ
- f. Cake Raffle - Thursday before Easter
  - i. Next meeting - We have to change the name (Spring Cake Parade, Parade of Spring cakes)
- g. Popcorn - details given to AH for school to action, H&S will not include this one
- h. Eco Bags - April
  - i. Next meeting - try to get a higher revenue split (Kelly)

6. Outdoor enhancement

- a. Tree Options - Michelle to look at the program and optimist
- b. Amy to speak with Ms. Sheuring on the outdoor plan and review the product magazine
  - i. Next Meeting Action (All) - set the scope of the request for Amy to bring to the School Board for permission

7. Principal's Report

- a. Orange shirt day next week - bringing the school in line with other schools' participation.
- b. Terry Fox run - raised \$2200
- c. Spirit Day orders closed today
- d. Caribou Math contest - H&S recommended that school makes the decision on how best to drive participation
- e. Sara Westbrook - using to develop a school community program
- f. Friday will be a climate strike - not encouraged but will provide ideas on how to make a difference.
- g. CUPE work to rule - our board will not be impacted
- h. There is now a gender-neutral bathroom with period products by the office.
- i. St. Jacobs still does not have a CYW - email Peter Rubenshoe to stress the need



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- j. St Jacobs was selected for the John Howard Society Program to teach kids on strategies with dealing with conflict (information works well with Sara Westrbook messaging)
  
  - 8. Picnic Date - **Tuesday June 9<sup>th</sup>?** - consider booking things once date is approved by Lions (Nimble Bus, Game Asylum, Kiddie Fun Trax, Bingemans, Rangers, etc.)
    - a. Next meeting action - (Michelle) to confirm with Lions

**Next Meeting: October 9<sup>th</sup> 6:30 p**