

## **Feb 7 2023 Notes**

In attendance:

Sylvia Chapman  
Tracey Heppell  
Erin Jones Farmer  
Paula Pauquette  
Sylvia Robbins  
Katie McCarlie  
Vicky Taylor  
Amanda Campbell

Regrets:

Jen Therrien  
Leeann Bogart  
Amanda Bradford-Janke  
Cherie Stanley  
Christine Levicki  
Gillian Metcalfe  
Cara-Lynn Irven

November and January minutes approved - Erin and Paula approved  
December meeting was cancelled

### **Principals report - Amanda's notes**

Questions on principal's report

MFI night - An email went out to all of the grade 3 students at Metcalfe and surrounding schools, including those in EFI - what is the purpose of sending it to EFI students?

Response: Amanda - All grade 3's are sent the email for information purposes. Occasionally grade 3 EFI students move into MFI if they may benefit from the move.

Bake sale- when can parents drop off goods?

Answer - in the morning would be preferred

What are the numbers looking like for MFI nights?

No reservations however there were only 3 reservations for kinder and over 30 attended

Financial Report

Current Balance \$8,562.90

Current Balance after allocated funds \$2079.93

Balance after funds allocated today \$-120.07 \*note that we approved over our current balance with the understanding that a portion of our Feb 10th movie night would be used to cover the difference.

## **Commitees**

### **JBB - Erin and Paula**

Good day, the kids had a lot of fun.

Silent auction worked well

Revisiting using Facebook for the silent auction, may need to explore options for next year.

### **Hot lunches - email from Leanne**

Always need parents to help with hot lunch days, pizza specifically

Subway Feb 3 Feb Thurs 16th, Pizza Feb 24th

Subway March 10th, March 24th, Pizza March 31st

### **Cake walk - Vicki**

Investigating licensing, can go through the school, or parent council and different documents are required depending on the route we take. Amanda will be checking with the district.

Timeline is unknown for processing of a lottery license

Question: what financial documents are required?

Answer: School: instead of a constitution or patent can provide school profile, in lieu of budget can present school operating budget. Fee is supposed to be 20% of the prize however because the prize is donated cakes there is likely no cost.

Amanda will research this further on the school end

### **FlipGive - Katie**

\$9.00 currently raised - likely will not continue with FlipGive next year

### **Mabels Labels - Katie**

\$13.95 currently raised. Could use some additional advertising, Amanda will add it to her weekly newsletter

### **Movie Nights - Sylvia**

Friday Feb 10th - Trolls

Next April 14th

May go over the \$300 approved as purchased for both, we will need to approve an increase in funds

### **Little Caesars Pizza**

Orders due by Feb 20th

March 9th for pick up  
\$240 already earned

### **Communication**

Posting about Movie Night and Little Caesars

### **Cereal box dominos**

Student council doing a food drive in May, we can use any cereal box donations (or other boxes) around the school as dominos

Amanda - update on fundraising

- Anything that is fundraised through the school needs to be designated before we host a fundraiser. Once we have the fundraiser, we have to use the funds immediately for the designated purpose.
  - We have been designating funds to library improvement and student enhancement for recent fundraisers and typically create a fundraising goal at the start of each school year. Record keeping for designated funds will be implemented to better track allocation of funds
- Amanda Will be sending the schools fundraising plan out to council to review
- Amanda spoke with staff today to determine what they needed in the school - included in the financial requests below.

### **Financial requests**

Amanda has asked staff to submit their request through the wish list document rather than email us directly.

1. Indoor basketballs - asking for a class or half class number up to 30
  - a. 28.5 is the size needed - roughly \$40-50 each approx \$1300
2. Glue guns - 15 @ \$500.00
3. Inter. Science - Jinx sticks - 3 packages of 100.. 108.00 plus tax
4. Entrance fee for Math comp \$65.00 plus tax intermediate students
5. Music Play online - kinder to grade 6 monthly sub Feb-June \$20.95/month, year is \$190.48
6. Love to Grove \$
7. French Teachers looking for DJ Delph \$750 + HST
8. Scientists in the School - virtual \$235 X8 requests
9. Consumables for each student \$8.00/student - \$2200
10. Breakfast club - consider funds in the future

**Financial approvals** - all in attendance approve

\$1500 for basketballs

\$700 for graduation

Next meeting Tuesday March 7th at 6:30pm

Adjourned at 8:15pm