**Lakeland Ridge Parents Action Society**

**MEETING MINUTES**

Thursday, May 5, 2016, 7:00 p.m.

**In attendance:**

Annette Hubick, Chairperson Amy Dieser, Vice Chairperson Terri Ackroyd, Director

Randy Schaaf, Treasurer Sheri Staigh Michelle Lyster

Karla Satchwell, Principal

1. **Call to order**

The meeting was called to order by Annette Hubick at 7:05p.m.

1. **Introductions**

No introductions were necessary, as everyone knew each other already.

1. **Assignment of Meeting Secretary**

Terri Ackroyd volunteered to take minutes for this meeting.

1. **Amendments to/Adoption of Agenda**

Will be deferring item #9a until next meeting; **Motion to approve:** Randy Schaaf; **Seconded:** Terri Ackroyd; **Carried.**

1. **Amendments to/Approval of Past Minutes**

**Motion to approve:** Michelle Lyster; **Seconded:** Randy Schaaf; **Carried.**

1. **Treasurer’s Report – Randy Schaaf**
* See attached copy of Randy’s report.
1. **Grade Nine Request for Funds**

Student organizers were unable to attend the meeting to present their request. Item tabled until next meeting.

1. **Fundraiser Reports**
2. **Hot Lunch – Terri Ackroyd**
* Net total for May-June ordering schedule was $2,339.41.
* Problems with maintaining enough volunteers for hot lunch dates; Terri has started using Grade Nine students to help with distribution, has been giving them free hot lunches as an incentive.
* Possibility of sending out a survey to parents inquiring what vendors to use in the future.
* Terri will investigate obtaining a food license for cooking and serving hot dogs in the school.
1. **Paint Nite – Annette Hubick**
* Paint Nite sold out. Only earned $750 but was a very easy fundraiser to organize and was a good way for parents to connect. Recommend doing another one in the fall.
1. **Panago Coupon Fundraiser – Annette Hubick**
* Fundraiser will run from May 9-19; there will be a limit of 300 coupons sold on a first come, first serve basis.
1. **Grant Applications – Karla Satchwell/Annette Hubick**
* Community Initiatives Program (through the Government of Alberta) grant application for extra school seating has been submitted; will know by the end of June if we get funding. This will provide benches/seating for more kids in school during lunch/recess
* First Nations/Metis grant request has been submitted to EIPS for their consideration; this will provide funding for counselling, trauma help for students. This grant will honour our history, cultural awareness and more tolerance for differences. Money will also go towards hiring staff to work with students regarding these issues.
1. **For Information**
2. **2015/16 Fundraising plan – budget vs. actual – Annette Hubick**

Item deferred.

1. **Division Technology Plan**
* Vision is for more Chromebooks for grades 4-9 students to take home for use
* Other forms of technology for more students would be great, problems involve funding, and some schools’ ability to support this higher level of technology (i.e. bandwidth)
* We may be able to use funds raised from our casino night if an investment in technology will be required; we have 2 years to use these funds
1. **Old Business**
	1. **Request for funds for Buddy Bench**
* PAS doesn’t need to contribute its previously approved funds ($200) towards the Buddy Bench, nor do we need to pursue a (Strathcona County) Council Priority Funds grant; the funds will come from Kellie Smith’s memorial fund. The memorial fund has enough money to supply at least 2 benches and a tree.
* Annette advised Principal Satchwell that Greenland Gardens had donated LLR’s 10th anniversary tree.
	1. Question was raised: Should/how could PAS honour Kellie Smith? Some ideas suggested included: making donation to the Leader-in-Me program; establishing a Leader-in-Me memorial award; paying for staff to attend the Leader-in-Me Symposium; creating “Kellie’s Korner” in the library. It was agreed that staff should be approached for ideas and that PAS’s preference was for something permanent.
	2. **Request for Funds for Year-end school BBQ**
* BBQ isn’t happening anymore; parents of grades 1-6 students will be given the option of ordering Panago pizza through the hot lunch program for that day.
1. **New Business**
	1. **Student Union Ticket Packs/ADmazing Savings Ticket Packs**
* SUTP has shut down; ADmazing Ticket Packs have been created. This fundraiser was run by the drama program in 2015-16– does PAS take it over next year, as well as be in charge of doing the fundraising work? All profits would go to PAS. Potential problems include finding the manpower to sell the ticket packs.
* Drama department has a reserve fund of $6000; they need to use that first instead of looking to PAS for funding.
* Drama club shouldn’t be in charge of the ticket pack fundraiser any longer; Principal Satchwell expressed that PAS should be in control of ALL fundraisers for the school and that all teacher requests for funding would be funneled through her..
* Discussed whether ADmazing fundraiser should replace another fundraiser in the future, that we’ve done this year already (i.e. replace the Meats & Sweets fundraiser). This would be something for next year’s board and membership to decide.
* Administration for ADmazing sales should go through the hot lunch website. Terri Ackroyd can train more people to use this site.
* **Motion for PAS to take over coupon book fundraiser (was SUTP, now ADmazing) fundraiser:** Michelle Lyster; **Seconded:** Amy Dieser; **Carried.**
	1. **Request to Reward Parent Volunteers**
* Principal Satchwell brought forward a request from a parent to have student participation fees waived in return for parent volunteerism. This brought up the whole issue of rewarding all types of volunteers. It was decided that although parent volunteers are essential and valued, PAS would not fund a parent school volunteer reward program.
	+ PAS couldn’t quantify volunteerism (i.e. who has more value: basketball coach, library helper or hot lunch volunteer?)
	+ Volunteers do what they do because they want to help, not for rewards’ sake.
	+ PAS cannot possibly identify where ALL volunteers exist.
	+ It would be outside of PAS’s mandate.
	+ PAS could consider incentives for its own fundraisers should that be an agreed upon strategy.
	1. **Parent Survey for 2016/17**
* Survey will be sent out at the end of May/beginning of June to poll parents on various PAS topics (i.e. hot lunch)
	1. **Bylaw Amendments**
* Annette Hubick, Amy Dieser and Michelle Lyster developed proposed bylaw amendments. Key changes proposed were:
	+ Eliminating requirement to serve on board for one year before serving as Chair.
	+ Excluding only administration and teaching staff from being voting members. Currently, all staff, including lunch supervisors, are excluded.
		- * Moving elections from May to be held in conjunction with the AGM in October.
			* Meeting to vote on bylaw changes will occur on Monday, May 30, 2016, following the school council meeting, at 8p.m.
	1. **Air Conditioners for Portables**
* Annette Hubick talked to superintendent and this topic will be discussed at board meeting later today.
* Portables are too hot; can PAS fund the purchase of portable A/C’s for each classroom in the portables?
* Principal Satchwell mentioned that she had visited Holy Spirit school and their portables are equipped with movable A/C units
* **Motion to purchase two movable A/C units up to a total cost of $2000.:** Terri Ackroyd; **Seconded:** Michelle Lyster; **Carried.**
1. **Date for Annual Elections Meeting**
* The AEM will be held on May 30, 2016.
* Notice for both the Bylaw Review meeting and the Annual Election Meeting will be sent to all parents by Principal Satchwell
1. **Adjournment**

**Motion to Adjourn:** Michelle Lyster; **Seconded:** Terri Ackroyd; **Carried.**