

Lakeland Ridge Parents Action Society

MEETING MINUTES

Thursday, September 8, 2016, 6:30 p.m.

In attendance:

Annette Hubick, Chairperson	Sherry Smith-Miranda
Amy Dieser, Vice Chairperson	Sheri Staigh
Terri Ackroyd, Director	Daniell Witzke
Karla Satchwell, Principal	Randy Schaaf

1. Call to order

The meeting was called to order by Annette Hubick at 6:38 p.m.

2. Introductions

Introductions were made around the room

3. Assignment of Meeting Secretary

Sherry Smith-Miranda volunteered to take minutes for this meeting

4. Amendments to/Adoption of Agenda

5. Amendments to/Approval of past minutes of May 30, 2016, regular and special resolution meetings

a.) Special Resolution Meetings

Mrs. Cooksley gave details and answered questions about the Leader In Me Lighthouse team's request to PAS. Some PAS members gave feedback that they would welcome requests for more permanent/long-term lasting items that would support Leader In Me.

Amy Dieser asked Principal Satchwell whether the Week of Welcome barbeque would proceed without PAS funding (\$4,000 request) Principal Satchwell answered yes. The school had committed to Fat Frank's already. If PAS says no it, the costs would be paid for from the school's budget.

b.) Financial Update-Casino Funds

Randy Schaaf presented the financial report. PAS received the Casino funds and there is just under \$20,000 in the account. PAS has up to 2 years to spend the money accordingly.

It was noted that PAS is waiting to hear the impending announcement of the EIPS technology policy before making any decisions with this money. Currently K-2 use iPads and 3-9 use chrome books.

6. 2016 Pas Survey Results-key learning's

Portables

There are no casino funds that can help purchase a/c for any of the portables. The a/c for the 3 portables will roughly cost between \$35,000-\$37,000. There was discussion our school enrollment may go down as there is a new school being built so the students may not have to be in the portables all day. It was noted that if we did purchase a/c for portables how is that going to help as temperature control is at the central office and not at our school.

PAS discussed fewer fundraisers, longer amount of time allotted to each fundraiser, increasing parent awareness; and making the fundraiser more parents friendly. This would be done through posting on our facebook page; in the monthly Howler; signage at the front entrance and office; and announcements. All in attendance agreed it was a great idea.

Fewer fundraisers means each fundraiser is more centered and receives more attention. This will increase participation and sales hopefully. Parents may fundraise with their child(ren) more if they know there are only 3-4/year instead of 7/year that PAS did last year.

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Conclusion: We are still waiting on an outcome/decision of EIPS portables review.

7. Hot Lunch report

Terri Ackroyd mentioned, as of today, September 8, 2016 PAS has made \$2200.00 net. She discussed our website fees for running hot lunch are \$350/school year. Panago has offered to pay for 50% of our fees if we do their hot lunch 6x/year.

When looking at picking vendors Terri looks at their participation level; profit margin; kid friendly. According to a new healthy policy, implemented by the school board, it will be targeting how many fundraisers we do/school year; and do the hot lunch fundraisers meet the healthy policy standard/expectations.

It is Lakeland Ridge Parent's choice to purchase hot lunch for their child(ren). Our school does not push hot lunch on anyone. Parents are free to order 1 hot lunch/school year or all of them if it is of their choosing.

Terri Ackroyd will be discussing with Fat Burger to ensure top notch food that is hot and cooked well.

There will be 15 slots of volunteers to fill per hot lunch. Currently grade 4-6 and 7-9 2 children come down to get bins of food from each class. Teachers will know what helpers are getting food and dismiss them at 12:10, 5 minutes early to ensure hot lunch is out on time, as this year children have 17 minutes to eat.

8. Old Business

a.) ADmazing coupon books

Shauna volunteered to organize all monies related to this fundraiser. It will be at the Book Fair this year, as well.

PAS keeps 50% off every \$20 book sold. PAS does not anticipate selling almost \$13,000 worth of books profit on our end. There is a 0% financial risk associated with this fundraiser as PAS does not have to preorder.

b.) Bylaws

The bylaws were approved but rejected due to very specific technical wording. (I.E. auditing not reviewing) PAS will repeal old bylaws and submit new ones. Every bylaw will be up for discussion. The bylaws will be amended/submitted at AGM by the end of September. Once approved it will go back to Alberta Gaming for final approval.

9. New Business

a.) Funding requests

The following requests to PAS were presented:

1. **Item:** Industrial Grade Microwaves

Name of Requestor: Karla Satchwell, Principal

Reason: No microwaves upstairs in the 7 & 8 rooms. Only 17 minutes for all children to eat. If industrial grade the microwaves heat faster and last longer.

Cost: \$3539.94

Note: 7 & 8 go to different classrooms currently to heat up food.

This was tabled until September 28th, 2016.

2. **Item:** Rental of 2 Buses & Payment for 2 Teacher Substitutes

Name of Requestor: Karla Satchwell, Principal

Reason: Performance at Festival of Trees in Edmonton at the Shaw Convention Centre

Cost: \$850.00

Motion approved by Amy Dieser; Seconded: Terri Ackroyd; **Carried.**

3. **Item:** Payment for an Artist

Name of Requestor: Karla Satchwell, Principal

Reason: An artist will visit our school for 5 days.

Cost: \$2750.00

Note: 7 & 8 go to different classrooms currently to heat up food.

This was tabled until September 28th, 2016.

Please note that Amy Dieser stated that since a new board would soon be elected, it would make sense to only make decisions on any requests that were time sensitive.

Principal Satchwell advised that the only urgent decision required was regarding the funds to cover the choir's participation in the festival of trees.

b.) Funding request form

Annette Hubick presented a funding request form. It was noted that an "Initiative Title" and that a "Commitment Needed By" information would be helpful. Annette will add these to the form and provide to administration and also request it is posted on PAS section of school website.

c.) Muffin morning handout

There is a brochure that Annette Hubick has done and made up a sample copy. This brochure will be handed out at the muffin morning. It promotes school council and PAS. Both groups are hoping to encourage more engagement from more parents; to educate parents on why their voice matters and why to get involved. Typically 300 parents and children go to muffin morning.

10. AGM date

The AGM is set for September 28th, 2016 @ 6:30 p.m.-8:00 p.m.

The PAS is set for September 28th, 2016 @ 8:00 p.m. – 8:30 p.m.

11. Adjournment at or before 8:30 p.m.

Motion to adjournment Randy Schaaf @ 8:30 p.m. Seconded: Amy Dieser; **Carried.**