



# Lakeland Ridge Parents Action Society

The mission of the Lakeland Ridge Parents Action Society is to contribute classroom and program resources that would otherwise not be available in order to improve and enrich the educational experience of our children.

## MEETING MINUTES

Thursday, September 20, 2018, 6:30 PM

### In attendance:

|                              |                                    |                                  |
|------------------------------|------------------------------------|----------------------------------|
| Michelle Lyster, Chairperson | Amy Dieser, Vice Chairperson       | Kathi Engel, Treasurer           |
| Sheri Staigh,                | Vanessa Hoyle, Director-At-Large   | Terri Ackroyd, Director-At-Large |
| Ryan Marshall, Principal     | Melissa Kerr, Assistant Principal  | Kristine Haug                    |
| D'Anne Bennett               | Laura Nieuwendyk                   | Kim Heit                         |
| Kerri Holmes                 | April Childs, Parent Council Chair |                                  |

### 1. Call to order

The meeting was called to order by Michelle Lyster at 6:40 p.m.

### 2. Introductions

First meeting of the year and several new faces so full introductions done around the room

### 3. Approval of May 2018 Minutes

Approved by consensus

### 4. Approval of Agenda, with additions

Added discussion topic of upcoming movie night

Approved by consensus

### 5. Finance Report

Presented by Kathi Engel & Michelle Lyster

- a. Draft Year End Statements are ready for review and discussion at AGM in October
- b. Profit from fundraising for 2017/18 school year was \$20,548 (\$18,457 from Hot Lunch at 26% profit)
- c. Casino funds were spent in full by the end of the year meeting our time line obligation for spend with AGLC
- d. As result of spend and requirement focus being on those items General cash grew keeping overall net cash for PAS at \$25K. We continue to earn and spend a balanced amount of funds each year.

- e. General commitments for 2018/19 year so far that were committed at the end of the previous year include:
  - i. \$12,000 towards the bouldering wall
  - ii. Regular ongoing annual commitments for hot lunch, baby sitting, Leader In Me, and the movie night carry forward from last year

## 6. Fundraising Update

- a. AdMazing coupon books  
Drama program will continue to run it this year as they receive and utilize all proceeds from this fundraiser
- b. Hot Lunch Update
  - i. Record number of ordering for this first session. 540 orders Revenue \$18K. estimate \$5K profit.
  - ii. Maxed out on Volunteers for all lunches.
  - iii. Lighthouse kids (Gr. 5/6) will help when required. Leadership isn't until 2<sup>nd</sup> semester so not really available at this time and times don't align all that well.
  - iv. New Grocery shoppers volunteered for the year – this will be a tremendous help to Terry. Thank you **Kim Heit** and **Kerri Holmes** Hand off for this task to happen immediately as 1<sup>st</sup> hot lunch of the year is on Monday.
- c. Pizza Kits (Little Ceasars)
  - i. We will continue this program this year and do better job of promoting for raising awareness hoping for better numbers from this one.
  - ii. Looking for volunteers this year for sorting and distributing.
  - iii. Feb 21 will be the distribution date – same day as Parent/Teacher interviews. This worked really well last year.
  - iv. Michelle has booked gym with Mr. Marshall for that afternoon already for sorting.
- d. Cobs Bread and other profit sharing companies in our community  
Cobbs provides a 5% donation back to the school for all purchases made at the Lakeland location. They have said they will be providing free cinnamon buns to the students with coupon note on each one about this program.
- e. Other ideas  
Discussion on some other ideas like a paint night, Spring flowers, WEM waterpark passes.
  - Kathi Engel will do an initial look into WEM waterpark to see if dates for morning swims are available, costs, requirements etc. This was a successful fundraiser for other schools last year, may be good for us this year.

Michelle acknowledged that they are all good ideas but want to aim at having a focused purpose for each fundraiser so it is organized and we can gain commitment, buy in and support from the families as they know exactly what they are supporting for each event.

One idea to get an understanding of what may be desired/needed is to send a request form to the teachers for what they may wish to have – this is just a thought and discussion still needs to be had with Mr. Marshall to see if that would be an option.

## **7. Update on Approved/Already Discussed Projects**

### a. Learning commons

- Still awaiting drawings and quotes
- Next phase is in the library – soft seating etc.

### b. Bouldering Wall

- Installation is in progress. Next week or 2 will be opened up. Took tour at end of meeting.

### c. School Movie Night

- Guardians of the Galaxy – Sept 28<sup>th</sup>
- Doors open at 6:30 Sherry Reimer collecting donations for silent auction
- Staff type donations to support as well – 7-8 teachers have put forth items
- Concession and auctions in small gym
- E-mail to go out on what they can bring – we will supply small gym mats, sleeping bags are fine. No lawn chairs School will set up chairs.
- Kathi to confirm amount over true value individual will receive donation tax receipt.
- Amy will formalize details with Sherry and they will come up with closing time and send out e-mail Letter (early week of Sept 24) with all relevant details to the families.

## **8. New Business**

No new business

## **9. Adjournment**

Meeting was adjourned at 7:45pm.

## **10. Next Meeting**

Next meeting is our Annual General Meeting (AGM) to be held on October 23, 2018 at 6:30 pm in the library.