



École St. John Paul II School Society

## School Council Fundraising Meeting Minutes

Tuesday, October 15, 2024

**Attendees:** Robert Dumanowski, Edlyn Murphy, Brianna MacPherson, Cassie Donnelly, Stephanie Potorti, Coralee Barton, Melanie Irving, Aleise Entem, Jordyn Moore, Stacey Sulz, Jenn Carey, Marieta Wingenbach, Natasha Goodge

**Called to Order: 7:43pm**

### 1. Adoption of Minutes

Coralee motions to adopt the September 2024 Minutes, Melanie seconds. All in favour.

### 2. Budget Report/Current accounts:

- Discussed at Regular School Council Meeting - General Account Balance around \$12,500. (Refer to budget/finance report attached)

### 3. New Business / Fundraising & Events:

#### • Coupon Books

- Less coupon books sold this year compared to previous year. This was expected. Most likely won't do coupon book fundraiser next year unless books get updated with new vendors. Still did very well though, made around \$2,500 profit.
- Grade 2 English class won a pizza party for selling the most coupon books. Coralee said the teachers and students were very thankful and loved the pizza party!

#### • School Society Raffle

- Raffle did well, around \$750. Aleise brought a bucket with names of everyone who purchased a ticket. Edlyn pulled a name from the bucket. Winner was announced and prize basket will be given during assembly on Monday.

#### • Art Cards

- Currently Art Card templates are with the teachers. Students need to complete them by October 18th. Stephanie will look after shipping them back to get individual samples done up to send home with students. Samples will have detailed instructions for parents on how to order. Everyone is very excited for this fundraiser!
- Discussed the possibility of ordering extra cards for the students to mail or hand out at retirement homes.

#### • Dance

- Winter/Christmas Dance will be December 5th.  
Cassie will book DJ Steve  
Melanie will take lead on organizing the Dance.

- **Other**

- Melanie brought up the idea of a Christmas market. Have the students make ornaments and sell them by asking for donations. Edlyn had concerns about costs and who would provide the supplies needed for each classroom to make these ornaments.

- Aleise mentioned the idea of possibly doing an outside winter festival after school hours and invite families. We could sell hot chocolate, have a bake sale, etc.

- Brianna suggested a Read-A-Thon fundraiser during Lent with a "Read with Jesus" theme. Robert mentioned another school who does a Read-A-Thon fundraiser and it does very well. Everyone liked the idea.

- Stacey asked if it would be possible to do a raffle for a school parking spot.

- Stacey suggested doing a Father's Day/Mother's Day "Garage Sale" at the school and asking for donations from families. This would give the students a day of shopping at school to purchase their Mom, Dad, Guardian, etc. gifts for Father's Day or Mother's Day.

- Natasha suggested to start bringing in monthly presentations, programs, etc. to offer students outside of school hours that they can register or sign up for based on individual needs. For example, babysitting courses or home alone courses, etc.

- Marieta brought up the idea of possibly doing a Booster Juice fundraiser. Cassie mentioned looking into this in the past and may possibly look into it again.

- Melanie is going to do up a chart to put on social media that will show parents our fundraising goals and how much we have raised towards our goal in order to provide the events, field trips, activities needed throughout the school year. This may be beneficial for parents to see why we do so many fundraisers and where the money is going.

Motion to adjourn by Coralee, seconded by Natasha. All in favour.

**Meeting adjourned at 8:14pm. Next meeting November 19th, 2024 at 6:00pm.**



École St. John Paul II School Society

## Regular School Council Meeting Minutes

Tuesday, October 15, 2024

**Attendees:** Robert Dumanowski, Edlyn Murphy, Brianna MacPherson, Cassie Donnelly, Stephanie Potorti, Coralee Barton, Melanie Irving, Aleise Entem, Jordyn Moore, Stacey Sulz, Jenn Carey, Marieta Wingenbach, Natasha Goodge

**Called to Order: 6:01pm**

### 1. Prayer

### 2. Adoption of Minutes

Coralee motions to adopt the September 2024 Minutes, Melanie seconds. All in favour.

### 3. Principal Report:

- Super Student lunch coming up in November with select Grade 6 students.
- Two more teachers have been accepted into the Leadership Program, Mr. Page and Mrs. Sabo.
- Bus transportation costs will be \$90 per segment within the City. \$180 minimum per bus round trip plus any additional holding costs if the bus is required to wait. It will be \$900 for the whole school to be bussed anywhere in the City.
- Robert suggested possibly working together and doing fundraisers the school/staff could help with in order to raise money to cover additional costs that parents would be asked to pay for. For example, the Wizard of Oz play will need parents to help cover the costs due to the increase in transportation fees. This would also help with bussing ELP and Kindergarten to Mass throughout the year, etc.  
Robert suggested a Read-A-Thon as this has been very successful at other schools. This is also a great way for the school staff and parent council to work together to raise money.
- Presented Budget Report:  
School-Based Decision Making (SBDM) Budget & School Generated Fund (SGF) Balance
- Ski-Trip for Grade 5 & 6 students has been booked for February 2025.
- Science In Motion is still up in the air. This will depend on how many other schools are interested in booking.
- Robert has tentatively said yes to having QMAC (from Ontario) come to our school to do a presentation. This is a 'basketball theme' type presentation that will discuss the topic of bullying while relating it to basketball. Robert played a video and everyone was in favour. This presentation would cost around \$1,300-\$1,400. Robert suggested using some of the ASAC funds to cover this presentation.

### 4. Teacher Report:

- **Feedback**  
- Teachers all said "Thank you!" for the coffee and treats left in the staffroom for World Teachers Day. It was a pleasant surprise and teachers loved it.

- **Art Cards**

- Teachers all have their classroom Art Cards and they are going great. Most of the classrooms have finished. Everyone will have them done for Friday, October 18th. The teachers liked how organized they were and very easy to understand. Everyone is excited for this fundraiser!

- **Funds Requested**

- Brianna asked if the individual class funds have been approved yet, and if so, how much? Cassie said we will be discussing and approving the amount later in the meeting.

## 5. Parent Association Report:

- Update from Marieta:

- There is a meeting at St. Francis on October 16th for the new school, Holy Trinity. Everyone is welcome to attend.
- 2026/2027 School Calendar is currently in the works.
- Meetings will be every two months.
- Fundraising ideas from other schools include Co-op gift cards, lip chap, halloween dance & bake sales, apple fundraiser.
- Another school did a 50/50 draw at meet the teacher night.
- Another school did matching School Council t-shirts to wear at events. Cassie liked this idea and may look into doing it at our school.

## 6. Financials:

- Financials/Budget Report presented by Aleise. (Report attached)
- Current cash is approximately \$12,500.
  - Coupon books brought in around \$2,500.
  - School Raffle brought in around \$750.
- Aleise needs approval of Financial Statements and Annual Return.
  - Cassie motions to approve Financials dated August 31, 2024, Melanie seconds. All in favour.
  - Stephanie motions to approve Financials dated September 30, 2024, Coralee seconds. All in favour.
- Aleise still needs to update signors at the bank.
- Reviewed money spent last year. This year we will be giving funds to 14 classrooms.

## 7. Hot Lunch:

- Boston Pizza Hot Lunch is Friday, October 18th. Next hot lunch will be Moxie's on November 8th.
- Coralee mentioned other schools using the older grades to help deliver hot lunch to each classroom. Cassie may use Grade 6 students to help if we are short volunteers in the future.

## 8. New Business:

- **Feast of St. John Paul Cereal Drive**

- Lots of cereal box donations are coming into the classrooms! The class who collects the most cereal boxes will get a field trip to the Root Cellar.

- **Library**

- School Council will donate \$500 to our school library again this year. Aleise motions to donate \$500, Stephanie seconds. All in favour.

- Melanie will post our \$500 library donation on social media. She will also inform parents about the teachers wish lists during the book fair in hopes to help more teachers get books for their classroom libraries.
- There was an anonymous parent who donated \$500 to our school library! This was a very generous donation, the school is grateful.

- **Classroom Funds**

- Everyone has agreed to give each classroom \$300 spending money, the same as last year. Aleise feels this will work with our budget. Stephanie would like to see this number increase a bit later in the school year, if possible, due to increased costs in transportation.

Natasha motions to spend \$300 per classroom. Cassie seconds. All in favour.

- **Christmas Lunch**

- School Mass is December 4th. This will also be our Christmas lunch. Lunch will be served buffet style and all students will eat in the gym with Christmas music. Cassie is going to look into either McDonalds again or cooking hot dogs. Aleise is going to reach out to The Knights of Columbus to see if they would be interested in helping. Aleise brought up the idea of possibly charging \$2 again to help cover costs.

- **Christmas Concert**

- Our school Christmas concert is December 18th, 2024.

- **Winter Dance**

- Christmas/Winter Dance will be on December 5th. Cassie will book DJ Steve. Melanie will take lead on organizing.

## 9. General:

- **World Teachers' Day**

- Parent council to provide coffee, tea and treats for all teachers and staff to show appreciation on World Teachers Day. This will be left in the staff room. Coralee will pick up the treats, Cassie will pick up the coffee/tea. Stephanie motions to spend up to \$100 on coffee and treats, Cassie seconds. All in favour.

- **Holy Trinity School**

- Aleise presented a copy of the blueprints for Holy Trinity School. Holy Trinity is looking for volunteers to join a fundraising committee to raise money for a variety of items needed at the new school.

Motion to adjourn by Aleise, seconded by Stephanie. All in favour.

**Meeting adjourned at 7:43pm. Next meeting November 19, 2024 at 6:00pm.**

<b>Ecole St. John Paul II School Society</b>			
<b>October 2024 Finance Report</b>			
<b>1) Cash in our Accounts</b>			
<b>Fundraising Account</b>			
Balance, August 31, 2024			-
Back to School Raffle proceeds			1,066.00
Aleise - back to school raffle			- 98.66
Available funds			967.34
<b>General Account</b>			
Balance, August 31, 2024			9,230.56
Coupon book - net proceeds			2,512.50
Donations from coupon book			47.00
Cotton Candy			- 250.00
Sale of cotton candy			45.00
Aleise - Bylaws			- 25.00
Coralee - Teacher appreciation			- 33.98
Pizza for class selling the most coupons books			
Available funds			11,526.08
Total estimated funds			<b>12,493.42</b>
<b>2) Discuss financial statements from last year - NEED APPROVAL</b>			
<b>3) Need Annual Return audit report signed.</b>			
<b>4) Back to School Raffle</b>			
Total tickets sold - 533			1,066.00
Out of pocket costs - Aleise			- 98.66
Cost for hot lunch (8 x \$10)			- 80.00
Book fair bucks			- 50.00
Lost cash on events (3 x \$10)			- 30.00
Lost cash on food at events (3 x \$20)			- 60.00
Estimated net proceeds			747.34

<b>5) Need to update signers with the bank.</b>					
- I have ordered/received the bylaws.					
- I need to meeting minutes signed by Ashley and I					
- All done through Docusign so should be easy					
<b>6) Discuss Budget</b>					
Potential budget items:				2024	2025
Camp McCoy				1,000.00	
Classroom spending - \$300 per classroom x 14				4,500.00	
Classroom spending - \$120 x 3 for ELP (1 bus each)				360.00	
Fun day				2,000.00	
Library books				500.00	
Science in Motion				1,500.00	
Skating (increase for additional classrooms)				1,000.00	
Swimming (increase for additional classrooms)				1,000.00	
Tyrell bussing - Grade 3 only				600.00	
				<u>12,460.00</u>	
(We started the 2023/2024 school year with \$8,123.08)					
<b>Completed (last year)</b>					
Halloween Dance				500.00	
SJPII Feast Day - cupcakes and tattoos				562.00	
Christmas Meal				2,000.00	
Carnaval				550.00	
Shrove Tuesday				700.00	
				<u>3,062.00</u>	
<b>7) Discuss Holy Trinity</b>					
Floor plan of the school					
Concerns that people have about the new school					
Recommendations for people to join their Capital Campaign team					