

**Phoenix School Parent Council Meeting  
December 3, 2018  
Meeting minutes**

In attendance:

A. Ramrattan  
S. Guarino  
K. Fontaine  
L. Daniels  
M. Turabian

1. Called to order 7:04 pm
2. Review of minutes from October 29, 2018

L. Daniels proposed amendment for the minutes. To add all attendees and attach Principal's Report.

Motion 1. L. Daniels motion to include the amendments. A.Ramrattan second the motion. All in favour-yes.

L. Daniels motion 2 to approve minutes as presented. S. Guarino seconded the motion. All in favour - yes.

Action item- L. Daniels attach copy of Principal's Report with minutes.

3. Principal's Report (see below)

Presented by L. Daniels

Indigenous Drummer

Motion 1 L. Daniels proposed Phoenix Parent Council cover the fee for Folklorama drummer of \$120.00

Motion 2 S. Guarino seconded the motion . All in favour - yes.

Action item- S. Guarino to write cheque to school for payment.

**Principal's Report**

**1. Revision of Parent Council support to Phoenix School:**

<b>Activity / Event</b>	<b>Cost</b>	<b>Balance This column adds up.</b>
MTYP Touring Play "Torn Through Time"	\$682.50 divided by 2 (support from Parent Council) = <b>\$341.25</b>	<b>\$341.25</b>
Indigenous Drumming / singing workshops	\$1600.00 divided by 2 (support from Parent Council) = <b>\$800.00</b>	<b>\$1141.25</b>
Buses for Winter Concert	<b>\$194.25 x 2 = \$388.50</b>	<b>\$1529.75</b>
Cover overage of Student Fees	<b>\$240.70</b>	<b>\$1770.45</b>

Motion #1: That Parent Council pay the \$120.00 Folklorama fees for the Indigenous drummer.

2. **The drumming is planned** for December 5<sup>th</sup> and December 6<sup>th</sup> in the afternoon. All day December 17 and a good portion of December 18<sup>th</sup>. Each class will get two sessions with the Indigenous drummer.
  - a. If approved, the cheque to the school is for  $\$1770.45 + 120.00 = \$1890.45$ .

3. **Halloween UNICEF donations this year was \$145.50. Last year we donated \$120.35**

School Year	UNICEF donations
2018-19	\$145.50
2017-18	\$122.35
2016-17	\$122.75
2015-16	\$101.75
2014-15	\$194.94

4. **Santa's Bazaar** is planned for December 20<sup>th</sup>. Volunteers are needed in order to implement this event.
5. **Scholastic Book Fair was implemented for Thursday evening only as there were no volunteers. Mrs. Guarino and Mrs. Horn and Mrs. Hulme** were able to give of their time for this special event to happen.
  - a. **Thank you to Mrs. Guarino and Mrs. Horn and Mrs. Hulme** for volunteering their time in order to implement this valuable activity.
6. **Winter Concert:**
  - a. **Primary (Kindergarten, Room 9, 4 and 8 + Gr 3 in room 3 = 103 students) will be in the afternoon at 1:00 p.m. The doors open at 12:40.**
    - i. **The hall sits 240 people and there are 103 children.** Each student will get 2 tickets with 34 tickets remaining. In the past we have always been able to accommodate all requests for extra tickets. In addition, the parent community is very good about returning any unwanted tickets.
  - b. **Intermediate (Rooms 3, 15, 16 + Gr. 4 Room 3 = 57 students). Performance is at 6:30 with the doors open at 6:00 p.m.**
    - i. **The hall sits 240 people and there are 57 students.** Each student will get 4 tickets with 12 tickets remaining. In the past we have always been able to accommodate all requests for extra tickets. In addition, the parent community is very good about returning any unwanted tickets.
7. A sub-committee needs to be established to begin planning for the outdoor classroom. We are entitled to apply for a grant to a maximum of \$5,000.00 from the school division. We need to have a plan in place and money already raised so that the construction will not take too long after the money is awarded to the school from the school division.

### Outdoor classroom

Action item- L. Daniels will send an email to all parents regarding the opportunity to join a sub-committee of PPC to establish an outdoor classroom.

Move Principal's Report

Motion 1 L. Daniels moved receipt of report.

Motion 2 A. Ramrattan seconded the motion. All in favour. Yes

### 4. Treasurer's Report

Treasure report included details of 3 audit recommendations of the school division audit report. 2017/2018 accounting records were reported as well done and in good order.

K. Fontaine will request bank statements from Credit Union. S. Guarino will send bank statements to PPC.

Motion 1 S. Guarino will request online banking for account balancing/access.

Motion 2 L. Daniels second the motion. All in favour-yes.

Phoenix Parent Council has deposited approximately \$12,000.00

Withdrawn approximately \$2000.00

PPC made less on hot lunch and Show and Save books this year.

Winter Holiday concert- Motion 1 A. Ramrattan moved to motion to have PPC provide recognition gifts and not to exceed \$150.00. Y. Dude to coordinate.

Motion 2 K. Fontaine seconded the motion . All in favour- yes.

Hot lunches- forms need to be sent December 10- return December 17. For Jan-June 2019.

#### 5. Other business

Volunteer incentive- all volunteers from this year will be entered into a draw for front row tickets to winter concert.

Winter concert 2019- action Item - L. Daniels to send letter to high school principals, to request the use of the gym for next year's winter concert in December.

#### **Next meeting January 21, 2019**

Special meeting to invite parents to discussion of 2019/2020 winter concert, and outdoor classroom.

Meeting adjourned 8:48