

Phoenix School Parent Council Meeting Minutes

Meeting Date: Wednesday, May 8, 2024

Meeting Time: 5:30 pm

Meeting Location: Kindergarten room at Phoenix School

Student Council Members in Attendance:

President- Sarah Oliver

Vice-President- Christine Antonation (absent)

Treasurer- J. Bueckert

Secretary- Kristie Silk

Principal- Mr. Patrick Betz

Guests in Attendance: H. Taillieu and M. Price

1. CALL TO ORDER

-S. Oliver welcomed attendees and the meeting was called to order at 5:30 pm.

2. APPROVAL OF LAST MEETING MINUTES

- S.Oliver motioned for February's meeting minutes to be approved.
K. Silk seconded the motion.

3. FINANCIALS

- J. Bueckert presented the up-to-date financial report as follows:
- Currently, there is \$7, 521. 68 in the Chequing account. This is subject to change because Munch-A-Lunch is being paid out every week.
- The "Opening Cash Balance" at the beginning of the year was \$7, 005.82. This does not include the funds that are in the account for the outdoor classroom. The balance of \$7, 005. 82 is what is available to
- Parent Council to use.
This balance includes: an accumulation of money that wasn't spent from prior years, Hot Lunch and Fundraisers. The estimated earnings from Hot Lunch this year are approx. \$2, 700.00.

- The school fundraised \$784.00 from the Shelmerdine's fundraiser \$932.00 from the Kernels fundraiser and \$50 from the Mabel's Labels fundraiser.
- The budgeted fundraiser dollars will go towards the Grade 5 Celebration, Classroom Incidentals, MTYP that is visiting the school and a placement fish tank for the office (we will be going to the Headingly Foundation to see if they can help fund it. We will earmark funds for next year, based on the outcome of the application).
- The "Total Expenditures" are \$3,006.25, for an unused total of \$841.63.
- The "Cash Ending" balance is \$7,847.00.
- Grade 5 Celebration:
- Mr. Mikelson handles the booking of Camp Manitou. The quote for Camp Manitou is approx. \$1,776.00 (Quote includes 27 students and 3 Adults). A \$500.00 Deposit has been put down for Camp Manitou.
- As well, Mr. Mikelson purchased 27 picture frames for the students. (Approx. \$100.00).
- H. Tailleau received a quote for the T-Shirts of \$455.00.
- -J. Bueckert motioned to approve the "Financial Report" that was presented.
- S. Oliver seconded the motion.
- J. Bueckert motioned to approve spending \$2,400.00 for the Grade 5 Grad Celebration. S. Oliver seconded the motion.
- J. Bueckert motioned to approve \$600 to be put towards Sensory Equipment.
- S. Oliver seconded the motion.
- J. Bueckert motioned to approve the payment of \$336.00 in fees for next year's Munch-A-Lunch. S. Oliver seconded the motion.
- J. Bueckert motioned to approve refund cheques to be paid out to those parents who overpaid for their child's lunches throughout the school year. S. Oliver seconded the motion.
- -Parent Council agreed that in future years, the fundraising goal budgets will be addressed at the beginning of the school year.

4. FUNDRAISING

- S. Oliver will be sending in an application to the Headingly Foundation on June 1, 2024 to see if they will be able to assist the school with replacing the fish tank in the office. The Headingly Foundation will decide where their donations will be going on October 31, 2024. Stay tuned for the outcome!!
- -S. Oliver motioned to approve the application process and Heidi. T seconded the motion.

5. PRINCIPAL'S REPORT

- -Currently, families are paying for a “School Fundraising Fee” that is built into Student Fees. However, Next year, the Phoenix Staff will be coordinating a community type of fundraiser, involving the Students. The “School Fundraising Fee” will not be part of the fees for next school year!
- Terry Fox’s brother, Fred is come to the school to do a presentation for the Students because Phoenix School was one of the top “Fundraisers” for the Terry Fox Run.
- -The Students are very excited for the MTYP that is coming to the school this Friday to perform Snow White. The Daycare and both Kindergarten classes will also be included.
- The Grade 3 swimming classes are starting up next week at the Centennial Pool. The Students will participate in 6 sessions!
- Mr. Betz is reminding families that the school is looking for Parent Volunteers for next year! Please contact the Office for the details! Mr. Betz will clarify in the “Notes from the Office” about how many years the Parent Volunteer checks and applications are good for.
- New Families are registering for the upcoming 2024/2025 School Year! Phoenix School is here to support and welcome ALL Families!
- The school is working on a Nutrition Program for Students in need!

6. NEXT MEETING DATE

- There will NOT be another Parent Council Meeting this year! An Annual General Meeting will be held at the beginning of next year to form the Parent Council Committee!
- -Have a great Summer! :)

7. MEETING ADJOURNED

- S. Oliver motioned to adjourn the meeting and K. Silk seconded the motion.
- Meeting adjourned at 6:15 pm.

8. FOLLOW-UP FOR NEXT MEETING

- Mr. Betz is going to have the Secretary add the Mabel’s Labels Fundraising Link to the website home page so that it is accessible for families to order.
- Mr. Betz will clarify in the “Notes from the Office” about how many years the Parent Volunteer checks and applications are good for.
- Mr. Betz is working inquiring with division to see if Parent Council can accept “cash donations” during a fundraising event. Mr. Betz will follow-up

with another member at the Board Office next year to see if Parent Council is able to run a chocolate fundraiser in the school next Easter.

- S. Oliver will provide a fundraising letter to the “Headingly Community Foundation to make an “official” request for donation in June. Stay tuned next Fall for the outcome!
- The 2023/2024 Parent Council agreed that the Fundraising Goals and Budgets will be addressed at the beginning of the school year.