

Ecole Robert Browning Parent Council Association

MINUTES

Tuesday, September 20, 2022

In-Person, ERB Library

In attendance: Jennifer Rothwell, Kathy Stardom, Tammy Burr, Zak Linnick, Kari Bergmuller, Joanne Enns-Marlow, Jen Lines, Yvette Gaborieau, Krista Skov-Nielsen, Carla Simons, Jenny Young, Michelle Ager, Gillian Chester

1. Call Meeting to order at 6:17pm.
 - a. Opening- Review Guidelines
Mme. Rothwell opening the first annual 2022-2023 Parent Council Meeting.
 - b. Approval of Minutes from May meeting

2. Executive Reports
 - a. President- Kathy Stardom; welcome and introductions of new members.
 - b. Mme. Jennifer Rothwell; quick overview of student body at ERB.
-ERB has 260 students this year.

3. Reports
 - a. Administrator Report- Mme. Jennifer Rothwell
-ERB has 260 students this year.
-Playground Development Plan has been sent and waiting on approval.

 - b. Fundraising- Kathy Stardom and Kari Bergmuller
-Money that comes in is to support a number of different initiatives, such as the playground, grade 5 farewell, staff appreciation.
-Grants are available to help as well.
-Big fundraisers in the past include Glenlea and Peak of the Market. These are already set-up/confirmed for this year.
-Peak of the Market to happen in October (information to be sent home on October 3, and delivery will be week of October 23).
-Glenlea is confirmed for May 26am delivery.
-Fundraiser committee- looking for new members to join, also looking for new fundraising ideas. Will have meeting soon- TBA
-Money Dolly- will have Jerry come to talk to Fundraising committee about the app. May be able to use it with other fundraisers.

4. New Business

a. Classroom Reps

- discussed whether or not we should have 2-3 classroom reps to help with fun lunches. There is a need for more help.
- possibly send home letter along with notes on Instagram and Messenger. Put letter together either this week or next week to try to get parent involvement for the year.

b. Future Meeting Dates:

- Wed. Nov. 9, 2022
- Wed. Jan. 25, 2023
- Wed. Mar. 22, 2023
- Wed. May 3 or Wed. May 17, 2023
- meeting less often this year.
- 6pm works well for everyone as a start time for meetings.
- Do we continue with in-person, go virtual or a try a hybrid model for meetings this year? Hybrid was a good option for committee.
- Meeting tonight had quorum, hope to have that next meeting as well.

c. Approvals for upcoming events this school year

i. Fun Lunch- hoping to run Fun Lunches once a month. Maybe look into having restaurants other than Boston Pizza.

- Kindergarten classes- roughly \$15/FunLunch date to provide for 19 kinder students – will be decided at later date. Will ask Mme. Lagasse-Kroeker if we want to continue with providing kinders with special treat on these dates.

ii. Festival du Voyageur- Bannock

- in the past Parent Council has spent \$400 on Bannock. This year we will keep this money in Parent Council to put towards other initiatives, such as playground.

iii. Grade 5 Farewell/Pizza Party

- 4x grade 4/5 classrooms, 42 grade 5 students.
- Pizza party- last year, we spent around \$330.
- Motion to spend \$250 on pizza party for this year's grade 5 farewell- all in favour.

c. Seeking help for running various events/activities. Please let Kathy Stardom know if and what you are interested in:

i. Fundraising Committee- will meet periodically throughout the year.

-Gillian Chester, Joanne Evans-Marlow and Tammy Burr to help with this committee.

- Peak of the Market: Farm to School
- Money Dolly/Show & Save

- Glenlea Greenhouse
- ii. FunLunches- -Kathy Stardom will run MunchaLunch but would like help finding new vendors for lunches this year.
 - iii. Scholastic Book Fair- April (in person)
 - there will not be a book fair in the fall this year.
 - will need help with setting up.
 - iv. Teacher Appreciation
 - need someone to help organize/help out.
 - v. Year-End Picnic
 - will discuss later in year
 - completely volunteer based.
 - vi. Paint Night
 - will we do again this year? Will we do it in person in the gym, as we have in the past?
 - vii. Social Media
 - we cannot use social media in Parent Council groups. Any notices need to be sent to Jennifer Rothwell to post.
 - Krista Skov-Nielsen will help with social media posts/ reminders this year (will send to Jennifer Rothwell to post).
 - viii. Grant Writing for Playground Development
 - we're looking at Phase 1 & 2.
 - We need someone to look at deadlines to make sure they are met and finances are in place. This person will look through grants to see when they are due, and see which we can apply for (organize how much they're for, when to apply, when deadlines are, etc). There is a spreadsheet and list of grants we can apply for. Anyone interested can let Jennifer Rothwell or Kathy Stardom know.
 - Can we involve the community for sponsors? We will look into writing a letter to send out regarding this. Maybe feature sponsor's name on a plaque on the playground once it is built.
 - look into inviting parents to come and see what the phase looks like and see what the raised money is going towards.

Meeting Adjourned- 7:29pm

Next Parent Council Meeting on Wednesday, November 9, 2022 @ 6pm.

