

Fessenden Home and School Association Meeting Minutes –

Thursday, October 17, 2019

Attendees: Cindy Hawryluk, Shannon Holmes Shedden, Sarah Rietkoetter, John Scime, James Ling, Julie Payne, Natalia Bourenane, Jeff Hinchliffe, Mike de Maria, Anna Rozenberg, Christine Nash, Michelle Carignan, Holly Buchanan

1. **MOTION: Approval of September minutes - JEFF; NATALIA 2nd**
 - a. Approved (10 For, 0 Against, 0 Abstentions)
2. Membership
 - a. John Scime has taken over as membership coordinator – doesn't have the materials yet
 - i. Shannon will email Mike Bell to get the materials sent to John
 - b. Those who wish to be members but have not paid should send e-transfers to hawryluks@gmail.com
 - c. Need a parent council rep for H&S – hoping Mike Bell will still do this
3. Treasurer report
 - a. Cindy provided the treasurer report in Andrew's absence (see attached)
 - b. **MOTION: Approval of treasurer report from September 2019 meeting – SARAH; JOHN 2nd**
 - i. Approved (10 For, 0 Against, 0 Abstentions)
 - c. Shannon will need Andrew to cut two separate cheques for the teacher wish list items, as they need separate cheques for North and South campus
4. Lunch lady
 - a. No major updates – James is helping at the North campus and things are running smoothly
 - b. Too early for the update numbers from Chrissy
5. Storage
 - a. Jenny has provided the room beside the Learning Commons in the South campus for H&S storage and the bins have been moved over
 - i. If needing to access the bins you can access from the hallway or the Learning Commons
6. Poinsettia fundraiser
 - a. Sarah is running the fundraiser and has set things up with the farm – delivery date for the poinsettia's will be December 6th
 - i. Parents can pick up their orders at the same time as the movie night starting at 5:45pm
 - ii. Sarah will email the farm to find out what time the poinsettias will be delivered
 - iii. Will ask Caitlin what classroom can be used for this
 - iv. John Scime can help, will need some other volunteers
 1. May use some older kids to help unload when delivered
 - b. Order forms will go out on November 13th and will need to be returned by the 27th
7. Big Box Card Fundraiser
 - a. Sarah is running the fundraiser and has spoken with Ashley at Big Box to get started
 - b. There is a specific format that needs to be followed:

- i. Determine the number of families at the school by developing a list of those that are the eldest or only child at Frank Panabaker – Caitlin and Jenny have asked the teachers to do this and will provide within the week
 - ii. Big Box will deliver enough boxes for 1 sample box to go home with each family – this box is used as an example to help sell more orders, and is used to fulfill an order if 1 or more is sold
 - 1. After 2 weeks, families either return their order forms/money or the unsold box
 - a. If boxes are not returned, the cost of the box is split 50/50 between FP H&S and Big Box
 - iii. Each box costs \$33 for 33 cards, and for each box sold the school receives \$11
 - iv. Big Box also provides prizes for the kids to win through a draw (gift cards, iPod) – kids receive 1 draw ticket for every 3 boxes sold
 - v. Big Box also provides \$75.00 for a pizza party for the class with the most sales
 - vi. St Joachim ran the fundraiser several years ago and profited almost \$9000
 - c. Discussion:
 - i. There is concern that parents are inundated with the number of asks in the fall, but if waiting until the spring another school or club in the area will likely run the fundraiser which will impact the success of the fundraiser
 - ii. If raising such a large sum of money, it should be spent on a specific initiative
 - 1. Jenny expressed that there would be a need for technology purchases, as well as another set of walkie talkies
8. Discussion regarding walkie talkies
 - a. Used for communication between teachers indoors and outdoors – it’s a safe schools initiative. Used during recess, as well as for whenever classes go outside (DPA, gym)
 - b. Shannon expressed that safety should be a priority and questioned whether existing funds should just be used to purchase these now, rather than waiting for the Big box fundraiser
 - i. Several other members agree with this
 - c. Caitlin recently purchased a set of 6 for \$3500 from
 - d. Michelle suggested investigating whether it is possible to purchase them elsewhere to reduce costs, but it was felt that it would be better to use the same vendor as there is an established relationship and they will also do the set up and ensure direct, private calling for the walkie talkies
 - i. Also know the quality is good so reduces the chances of needing to replace them
 - e. **MOTION: To purchase an additional 6 walkie talkies for \$3500 – CINDY; JOHN 2nd**
 - i. Approved (11 For, 0 Against, 0 Abstentions)
9. Movie night
 - a. Planned for December 6th – just need a teacher
10. Pumpkin stroll
 - a. Pumpkins are arriving tomorrow at the school between 9 and 10:30am; Cindy will distribute to the classes
 - i. Know how many for each class, but need students that can help to bring them in

- ii. The plan will be to send kids from each classroom, with 7 & 8s delivering to the younger grades at North site as well
 - iii. Will require parent volunteers to direct the older kids – John will coordinate at North site
 - b. There may not be a need to have the pumpkin carving party, as it seems that the classes will be carving them all; will be determined tomorrow at noon
 - c. Carving tools will be in the staff room on Monday morning, allowing three days to carve
 - i. Will also put the tickets and the instructions for the entries in the staff room – these are to go inside the pumpkin for transportation
 - d. On Thursday morning the kids will bring down the pumpkins to load and transport to Fieldcote
 - e. Still need volunteers
 - i. Use sign-up genius to sign up for different portions of the evening
 - ii. Need more help during the day in the morning, as well as for clean up at the end
 - iii. Event starts at pm and goes until 8pm
 - f. For food there will be: Bread Bar wood fire pizza, Optimist food truck, Old Mill cider, Tim Hortons hot chocolate
 - g. No parking at Ryerson this year (other than for the core team); parking will be behind St.
 - h. Aaron Gerrard, Jane MacPherson, and Benny Douglas from ACS will be the judges
 - i. Will also have live musicians this year by the winners circle
- 11. MOTION: Adjourn meeting – JULIE; JOHN 2nd**
- a. Approved (11 For, 0 Against, 0 Abstentions)