

**École Morinville Public School Council**  
**PFA**  
Minutes  
École Morinville Public School **October 7, 2024**

Morinville Public School Council acknowledges that we are on Treaty 6 territory, a traditional meeting ground, gathering place, and travelling route to the Cree, Saulteaux, Blackfoot, Metis, Dene and Nakota Sioux. We acknowledge all of the many First Nations, Metis, and Inuit whose footsteps have marked these lands for centuries.

***(Insert all individuals in attendance – in person and online)***

*Alison MacIntyre, Michelle Keller, Kendra Thompson, Courtney Derouin, Laura Kavich, Moriah Ralph, Aimee Blanchette, Tasha Collins, Letisha McMillan Camp, Nicole Wilson, Megan Knahs, Sheena Sadoway, Mary LeBreton*

Call to order by Michelle Keller at 6:54pm:

- Adoption of Agenda: Courtney Derouin motions to adopt agenda as amended (amended to include report regarding last years yearbook). Seconded by Nicole Wilson. Carried unanimously
- Approval of May Minutes: Nicole Wilson motions to adopt May minutes as presented. Seconded by Courtney Derouin. Carried unanimously.
- Approval of September Minutes: Courtney Derouin motions to adopt September minutes as presented. Seconded by Megan Knahs. Carried unanimously.

Principal Report:

- Thank you for Fearless in the Forest
  - Our money let every K-4 class go outside with a facilitator for 1 hour
  - Facilitators had furs and games, students used their senses
  - Facilitators stayed out at recess time- students went out at recess to learn more from them
- Playground Equipment Options:
  - Last year Contacted Earth Scape regarding natural playground options

- Plastic dragon castle is not holding up (it's now 11 years old and the plastic just doesn't last/hold up)
  - Plastic dragon castle also came as a package and parents had to assemble which we can no longer do (liability issues)
- Log scramble: \$30,000 with \$6,000 installation
- We-Saw: \$20,000 with 7,000 installation fee
- Sand replacement: tried to get a cost estimate. Over \$100,000
  - Got it rototilled a few years ago and topped up with sand donated from a farm family- got compacted within 3 days.
  - Need playground grade sand.
  - Need to remove 6 inches of sand before new sand can be installed
  - Asked if we wanted to reduce the size of our playground: answer was no for the amount of kids we have we need the play area we currently have.
  - Tire replacement instead: not feasible- more cost effective to look at sand
- Question was asked: Are there limitations for fundraising:
  - Answer is no- people and/or companies can donate
    - If needing a tax receipt: have to write donation out to Sturgeon School Division but it definitely will go to our school.
  - Idea to begin a Playground Pilot Project:
    - Willing to advertise for donations (plaques to say thank you to companies who donated on playground equipment)
- Accessibility Grants:
  - Multiple grants out there- PFA should look into same
  - Kendra has a package of grants that PFA can access for playground funding
  - Can find a grant writer: need the funds to provide for same but would give us a better chance at being approved for a grant.

#### Chair Report:

- Presented by Sheena Sadoway
- Most will be covered by going through the agenda
- Just had our first fundraiser
  - Indeygo Fundraiser
  - Delivery is coming on Wednesday (between 12-3pm)

- Needs to be picked up by families between 4-6pm on Wednesday
- Had almost \$4000 in sales- around \$1100 profit
- There was a food bank donation option included in the fundraiser: Will be delivering 110lbs of potatoes and vegetables to the food bank
  - Could use delivery to the food bank as a photo op. Would be featured in the monthly newsletter as a thank you to the families for donating.
- Successful first fundraiser of the year!
- Explored the option of a WEM fundraiser:
  - Higher risk fundraiser
  - Have to sign a contract for 750/1000/1800 tickets. Need to pay rental rate for those tickets. If don't sell those tickets, we need to pay the remainder of the ticket fees out of our profits. Has a higher return profit for this fundraiser: \$6250/\$10000/\$23000 relatively when all the tickets are sold at \$35/ticket. Can pick time of Friday evening/Saturday or Sunday morning/evening.
  - Could potentially pair with another school as we have a smaller community. Landing Trails PFA chair has experience with this fundraiser- could reach out to them to see their experience/if it's worth it.
- More potential fundraising options are Oil Kings/Stingers/River Hawks/Edmonton Elks games:
  - Can bulk buy tickets for games. Teams are wanting to fill seats and have options for fundraising.
- Reminder of ongoing fundraisers (going all year):
  - Mables Labels
    - Can log in online and buy waterproof labels
  - Fundscript are ongoing all year
    - Purchase giftcards online- get e-transfered to you or you have the option of a physical card (\$0.90 shipping fee)
  - Need to put out a reminder that these fundraisers are up and running
  - Make QR codes for same at Halloween Dance

#### Treasurer Report:

- Presented by Courtney Derouin
- Grand total profit for Indeygo fundraiser of \$1102.50
- See attached:

Morinville Public School Parent Fundraising Association  
Treasurer's Report - General Account  
Period of Sept 1 to Sept 30, 2024

<b>Opening Balance</b>		<b>\$55,445.79</b>
<b>Revenue</b>	Learning Farm Donations	\$53.00
	Mabels Labels	\$63.93
	Cookie Fundraiser	\$167.11
	Indeygo	\$155.00
Total Revenue for Period		<b><u>\$439.04</u></b>
Subtotal		<b>\$55,884.83</b>
<b>Expenses</b>	Revival Fee 23-24	\$50.00
	Return Payment K. Fedorak	\$70.00
	Food For Thought Donations 22/2:	\$556.00
	Fearless in the Forest	\$5,000.00
	DJ 50% - Focused Energy	\$262.50
	Insurance	\$1,100.00
	Printer Paper	\$19.94
Total Expenses for Period		<b><u>\$7,058.44</u></b>
<b>Closing Balance</b>		<b><u>\$48,826.39</u></b>
<b>Allocated Funds</b>		
	none	\$0.00
Total Allocated Funds		<b><u>\$0.00</u></b>
<b>UNALLOCATED FUNDS IN BANK</b>		<b><u>\$48,826.39</u></b>
<b><u>**Accounts Recievable:</u></b>		

Courtney Derouin Sept 30 2024

Morinville Public School Parent Fundraising Association  
Treasurer's Report - Hot Lunch Program Account  
Period of Sept 1 to Sept 30, 2024

<b>Opening Balance</b>		<b>\$18,646.52</b>	
<b>Revenue</b>	none	\$0.00	
		Total Revenue for Period	<b><u>\$0.00</u></b>
		Subtotal	<b>\$18,646.52</b>
<b>Expenses</b>	None	\$0.00	
		Total Expenses for Period	<b><u>\$0.00</u></b>
<b>Closing Balance</b>		<b><u>\$18,646.52</u></b>	
<b>Allocated Funds</b>			
	None	\$0.00	
		Total Allocated Funds	<b><u>\$0.00</u></b>
<b>UNALLOCATED FUNDS IN BANK</b>			<b><u>\$18,646.52</u></b>
<b><u>**Accounts Recievable:</u></b>			

Courtney Derouin Sept 30, 2024

- 
- Fundscrip: In total has provided us with profit of just under \$3932.49

Old Business:

- Halloween Dance:
  - Event Coordinator: Alison MacIntyre
  - Secured Brandon Horth with Focused Energy Productions Inc. to DJ dance
    - Coming decked out with all his lights and equipment
  - Google form set up last night to purchase tickets
    - Already have 16 families signed up= 67 people

- Need volunteers:
  - Set up crew (in as soon as buses leave)
  - Clean up crew:
  - Door staff/concession staff: 4-7 people
    - Concession staff schedule so people can do 30 min shifts to enjoy the dance with their families still
  - Alison to send us a list of volunteer positions to be filled so we can put a call out for volunteers
- Prize presentation: rather than best costume will hand out prizes during the dance for awesome dance skills, thank you for coming, etc
- Sobeys is going to donate to us, Crunchies pizza is going to donate to us (would like us to reciprocate their generosity when considering options for pizza parties/pizza lunches going forward etc), going to reach out to different companies to see if we can get more donations for concessions
- Disney basket donated to her: could arrange a raffle for this?
  - AGLC license is up and running
  - Have to declare at the time where the funds are going to be going
  - Silent auctions we do not have to go through AGLC
- Alison will be donating glowsticks to buy at concession
- To put out donation box at concession stand
- Playground Budget and goal to raise
  - Have to keep \$2000 in our PFA account
  - Allocate budget for a piece of equipment at the end of the year and set a goal of raising installation fees throughout the year
  - Vandalism is a problem in the school area- something to keep in mind
  - Goal is to set a budget of \$20,000-30,000 to spend on playground equipment by the end of the school year
- Do we want to explore a Facebook page specific to fundraisers?
  - Idea for scheduled posts every Monday or Tuesday to bump information to reach more parents or reminders happening. Another option is to make a story? Can have people comment on posts to boost engagement
  - Have started doing community posts on our Facebook page to increase community engagement.
  - Posts need to be vetted: add links
- Nov 1 Hot Dog Lunch:
  - Budget approved at last meeting
- Did not merge accounts- may need separate account for raffle with AGLC license

#### Hot Lunch Coordinator Report:

- Schedule set for the year- is on Healthy Hunger website
  - Christina asks that parents and teachers wait until all is sorted and delivered until grabbing food
  - If parents are picking up order she will meet you in the boot room

- If staff are ordering- need to order under staff/office heading

## New Business

- Elect Board for 2024/2025 (Chair, Vice Chair, Treasurer, Secretary, ECs)
  - Chair:
    - Courtney Derouin nominates Aimee Blanchette for Chair. Seconded by Nicole Wilson. Carried unanimously.
  - Vice Chair:
    - Michelle Keller self nominated for Vice Chair. Seconded by Aimee Blanchette. Carried unanimously.
  - Treasurer:
    - Alison MacIntyre nominates Courtney Derouin for Treasurer. Seconded by Aimee Blanchette. Carried unanimously.
  - Secretary:
    - Laura Kavich self nominates herself for Secretary. Seconded by Courtney Derouin. Carried unanimously.
  - Hot Lunch Coordinator:
    - Nicole Wilson nominates Christina Chubak as Hot Lunch Coordinator. Seconded by Courtney Derouin. Carried unanimously.
  - Event Coordinators:
    - Director at large. Assigned as needed.
- Vote in Operating Procedures:
  - Aimee Blanchette votes to adopt Morinville Public School Parent Fundraising Association Operating Procedures as presented. Seconded by Nicole Wilson. Carried unanimously
- Vote in Bylaws:
  - Aimee Blanchette votes to adopt Morinville Public School Parent Fundraising Association/Society bylaws as presented. Seconded by Nicole Wilson. Carried unanimously.
- November fundraiser: Purdy's fundraiser
  - Set up and ready to go
  - Orders need to be in by Nov 27
  - Will be delivered second week of December

- Would we like to do a classroom challenge?
  - Order under the classroom
  - Grade with most sales could get a pizza party (some classes have more kids in them than others)
  - Members agree unanimously to a pizza party for grade with most sales
  - Will set a budget for pizza party at next meeting
- Hot dog lunch in December?
  - Tabled until next meeting
- Popcorn sales on PJ day Dec 20?
  - Kendra would prefer not
  - Classrooms have to be clean for winter break
  - Figure something out that will be cleaner
- Another Cookie Day:
  - Super successful
  - Many parents bought cookies for the whole class
  - Coordinate with Kim for Dragon Snack milk day so kids can have a milk and cookie day
  - No nuts, gluten free cookies could get 2 of them (?) as they were quite small compared to the other cookies
  - Sobeys is supportive of our school- could contact them regarding cookie options
  - Next cookie day: October 24
    - Courtney Derouin motions to spend up to \$300 for purchasing cookies for upcoming cookie day October 24. Seconded by Nicole Wilson. Carried unanimously.
  - Proposed Calendar
    - Oct-
      - Halloween Dance
    - Nov- Purdys
      - Set up and ready to run
    - Dec-
      - Bake sale in coordination with Christmas Concerts:
        - Nov 28 French Concert
        - Dec 3 and 5 Concert



- At MCC
  - Run a bake sale during Christmas Concert:
    - Run by donation
    - Pay whatever you think it's worth
  - Square/etransfer option
- Proposed new fundraiser:
  - Rafflebox:
    - Online 50/50
    - 10% of profits go to Rafflebox for running the 50/50
    - PFA is unanimously agreed to 10% payment fee (paid at the end of the 50/50).
    - Open ASAP
    - Close Dec 31
- Jan-
  - Remove Mitchell's Soup co
  - Just bottle drive
- Feb-
  - Remove Little Ceasars
  - Stawnichys
- March-
  - Another 50/50 on Rafflebox
  - End April 31
- April-
  - Remove seeds
  - Contact Debs Greenhouse for an Easter or Mother's Day project
- May-
  - Kernels
- June-
  - Cold Treat Days
  - Dates: tabled until later date
- Yearbook Report:
  - Last year with PFA not running were not able to advertise

- Ran through the office so that we could still have a yearbook
- 16 extras from last year- only 2-3 have sold. Available for purchase in the office.
- Been with Lifetouch. Now with Edge, yearbooks run \$10-15 cheaper. Will be sold at \$25/book.

Adjournment: Called by Michelle Keller at 8:43 PM

Next meeting: November 4<sup>th</sup>, 2024 following School Council meeting which starts at 6pm