



Beacon Hill Elementary Together we care / Ensemble avec cœur

Home and School General Meeting Minutes

Date: October 30th 2023. Library. Start time: 5:04 pm

Attendees: Catherine Fini, Natalie Maurice, Olivia Hutchins, Stephanie Nicolaou, Erica Ranjitsingh, Derek Lagimodiere, Neil Linsdell, Lisa Taylor, Lisa Pietersma, Julie Latendresse, Samantha Cinquino, Georgianna Karamitos

1. Opening remarks:

- Welcome members!
- Quorum is attained. Reminder to vote using hands

2. Approval of agenda for October 30th, 2023

- Motion approved by 1. Erica; 2. Stephanie; All in favor

3. Approval of minutes from September 11th, 2023

- Motion approved by 1. Erica; 2. Stephanie; All in favor

4. Reports:

4.1 President's report/members update (Catherine)

- 50 Home and School Members so far
- QFHSA exec workshops were attended by Erica and Olivia in October
- QFHSA fall conference open to all parents. It is a large commitment which requires ½ day attendance on a Saturday; Next date is Nov 4th and the cost is \$25

4.2 Treasurer's Report & Budget (Olivia):

- Going to bank on November 4th to transfer name from Neil to Olivia
- The \$250 QFHSA is for ~50 members x \$5, in which H&S retain \$5 from the \$25 membership fee
- Pizza net raised is inflated because round 1 pizza lunches have all been paid for by parents, but we do not pay Dominos all at once
- The Everlast activity held on Sep 12th: Total cost was approx. \$3500, school paid \$1500 of the cost. This is not reflected in actual budget because it was accounted for in last year's budget since it was a credit from the picnic that did not happen (Everblast was supposed to supply carnival games)
- School supplies cheque is not in yet.

- The grad fundraiser:
 - \$8520 is all TCBY revenue-parents paid for the 10 TCBY for the year, but we pay the supplier monthly.
 - There is \$1152 in cash with an Exec member, from parents who contributed towards the hoodies, to be deposited soon
- Holiday activities:
 - This the Holiday shop, and juice/popcorn that we provide to students before the Xmas break
- 2023 Spooky Hill:
 - Net is inflated because not all the expenses are yet accounted for.
 - Neil: Calculation is based upon cash collected, and cash paid out, and profitability on each individual item, to determine profit margin.

4.3 Principal's report (Mrs Maurice)

Hard to believe that October is almost done and we have certainly been busy!

A huge thank you to Home and School for the following events:

Thank you for helping to fund Everblast on September 12th. The students and staff enjoyed the wonderful activities. Great fun was had by all. Thank you for the volunteers who came to help with the student photo day on September 13th. The popsicles were very appreciated as well following the Terry Fox walk. The entire staff was so grateful the treat trolley – it could not have come at a better time! It made our day!

The book fair was a huge success – we made almost \$7000 - and that is not including the evening of the Halloween Event as of yet!

Thank you to all the parents who organized and volunteered to make this event such a huge success.

Mme. La France will be busy decorating 45 pumpkins that Home and School donated for the Maxwell Residence in Baie D'Urfe.

- Additional Comments:
- Bookfair: We raised approximately \$8000, and we receive 50% back in scholastics dollars so the teachers can buy what they need for their class as they deem appropriate. Alleviates school budget.
- Halloween evening event: Well received and appreciated. Grad 6 had a bake sale and made \$375.
- Pumpkin's decorated by the grade 5 students and delivered to the senior's residence (Maxwell) were well appreciated– made a large contribution to senior moral.
- We are already getting ready for the open house in January.

4.4 Teacher representative report (Mr Lag): Teacher wish list

- Grade 2 teachers (Isabelle and Marie-France) would both like to order books for their respective classes. \$334 for each class. These are not available through the Scholastic fund
- Motion Approved by 1. Julie; 2. By Erica

5. **Business arising from September minutes:**

5.1 Big Box of Cards Fundraising-Spring (Catherine)

- 'Big Box' advised us that they reached their booking limit for the Fall but can book for Spring. Catherine looking at dates for the Spring (~ March 11th) No more samples home and will order online. Will find a date that does not interfere as it is a 2-week campaign.
- Price is \$35 again (we receive \$11 in profit)
- Last year we sold for ~ \$3000 in profit.

5.2 Pizza Lunch-Price update (Catherine for Bitu)

- As agreed in the last meeting, motion approved to increase pizza to \$6, starting January 2024. As a reminder this is due to a supplier increase.

6. **Coordinator Reports:**

6.1 Scholastic Book Fair recap (Stephanie)

- We've raised a total of \$6,600 without the Spooky Hill. Final number after Oct 27th event TBC
- Kids were happy and it was a success. Many books were sold!
- Teachers will be able to benefit from the proceeds we raised and get lots of fun stuff for their classrooms.
- Teachers had the opportunity to create a classroom book wish list again, which parents can purchase from at the Halloween event
- Overall process worked really well with all our learnings from last year applied.
- Volunteers really stepped up and feedback was that they found it went smoothly now that we have a few fairs under our belt and know what to expect.
- Book selection will always be an area to discuss but overall I think they sent beautiful books for the kids (Improvement opportunity: More French books)
- Post mortem will be updated and shared prior to the next fair scheduled for mid April

6.2 Spooky Hill Halloween Bash (Erica)

- A total success!
- 244 tickets sold online
- There were other attendees that paid at the door
- One volunteer voiced concern that some families went trick or treating and then paid – process was not clear?
- Some families came later and did realize that the trunk and treat closed at 6:30pm. Communications were sent about the timing of events in the newsletter, emails, website and FB reminders but we will keep this in mind for next year.
- Great decorations in trunks, good volunteer participation from high school students
- Families commented that food truck prices were very competitive and fair
- It was too hot to enter the school for the dance in the gym so we kept it outside
- Too dark – need more lighting next year if we keep it outside. This was not planned for since we were supposed to be inside as of 6:30pm
- Next Year Opportunity: Logistics of the food truck to change, to have a better flow, or change the position of the cars

6.3 Staff Appreciation Trolley (Erica)

- Monthly trolley on the last Friday of each month – volunteers are welcome to help roll the trolley around. It is a great opportunity to visit the teachers and classrooms!

6.4 Super Recycler (Catherine for Melissa)

- Coordinator requested for super recycler event going forward since Melissa's son is graduating. Primary responsibilities include promoting the event and communicating with the recycler supplier contact to coordinate for the trailer on Nov 21st.

6.5 Grade 6 Grad (Catherine for Bessie)

- Hoodies were ordered; H&S covering \$20.
- Chocolate guessing games resulted in \$775 in funds towards grad. There were 3 jars.
- TCBY to bring in ~ \$4000 in profit
- Waiting on committee to plan activities outside of school

6.6 Library (Catherine for Bessie)

- Need a replacement for Bessie when her son graduates next year, Volunteers are still needed to fill slots.
- We need a librarian – recruitment in process underway through the school board.

6.7 Photography (Catherine for Malvina)

- Looking for support from acclaimed or aspiring photographers to take pictures at events. These photos are posted on the lobby TV, to FB and kept for the yearbook

6.8 Holiday Shop (Erica)

- The holiday shop will take place the week of Dec 4th. A shopping event for the kids to purchase low costs gifts for their family and friends
- Volunteers required to support – it is an enjoyable event!

6.9 Art Gala (Catherine)

- Family event to occur on April 24th: 6-8pm. We usually raise approximately \$5000
- Theme this is year is 'Under Water'.

7. New Business/Open Floor/Question period (*H & S related items*)

7.1 FREDs Halloween boxes (Catherine)

- Mrs Lynn and Mrs Maurice distributed boxes to the children and the proceeds are for Diabetes

7.2 Piper (Catherine)

- Piper (Mr. Alan Jones) is coming on Nov 13th for a bagpipe performance in the gym
- \$250 cost provided by H&S

7.3 Refrigerator (Catherine)

- New refrigerator is required as the current one is old and leaking
- Options to purchase are welcome

7.4 New School Banner (Catherine)

- Banner required for our events and fieldtrips as the current one is run down and outdated
- Expense to be incurred upon selection.
- Options to purchase are welcome

7.5 Fundraising (Catherine for Mona)

- Skipped for now – TBC upon Mona's return/feedback

8.Call to action (recap from actions above)

8.1 Volunteers for library needed

8.2 Photographers to help, Super Recyclers coordinator.

8.3 Spread word-purchase H&S membership and ongoing fundraisers.

Open Floor:

A member suggested that some new families were not sure what the Home and School membership entails. Catherine suggested that parents review the H&S website for a description of our role and what it means to be a H&S member. The Annual report provides a good look at how we raise funds and where the funds go. We will continue to think of ways to market the H&S so that it is clear to all parents what our role is, and we continue to welcome feedback!

9. Meeting Adjourned at 5:50pm

- Motion approved by: 1. Neil 2; Olivia 3; All in favor

Next meeting Nov 27th 5-6pm library