

Notre Dame School
Parent Support Group Meeting
November 5, 2019 at 6:30am
Notre Dame School Meeting Room

In Attendance:

Rachel Veiner	Merina Shearing	April Floriant	Brittany Juell
Tiffany Martin	Brittanie Kurjata	Alyssa McLain	Allison Bijl
Sharlene Weingart	Jenna Gilbertson	Charmaine Moeller	Nikki Chmelyk
Maggie Austin	Martha Faucher	Terri Haynal	Jasha Sandhu
Amy Kaempf			

1. Meeting called to order at 6:30pm.

2. Opening prayer led by Mrs. Haynal at 6:32pm.

3. Approval of Agenda as presented.

Motion to approve: Rachel

Second to approve: Merina

CARRIED

4. Adoption of Previous Meeting (October 15, 2019)

Motion to approve: Merina

Second to approve: Brittany

CARRIED

5. Reports

5.1 Treasurer's Report – presented by April

5.2 Hot Lunch Report – sent through email

5.3 Fundraising Report – sent through email

5.4 School Council Liaison – sent through email

A discussion at a recent School Council meeting suggested that possibly the PSG takes over looking after gifts for departing staff members moving forward. The PSG currently covers the cost for the Grade 7 hoodies.

5.5 Chairman Report – sent through email

Motion to accept reports: Allison

Second to approve reports: Merina

CARRIED

6. Old Business

6.1 Concession – Five teachers have expressed interest in helping with future concessions during school hours and during school athletic events after school. The concessions will be planned around these events. PSG will get the supplies (or the possibility of parents donating) and the teachers will take it over. The intent is to buy bulk and store for several concessions. Allison and Tiffany have offered to help with this.

6.2 Playground Update – The cost of the playground came way over budget as anticipated. The cost for the poured rubber surface alone was \$60-70,000.00. The intent is to have a poured rubber surface, musical equipment and a few more playground pieces. It is a vision to have playground equipment where young and old can play together at the same time as currently our playground is segregated. It was suggested to have a placard visible for any donations received towards the playground fundraiser once completed. It was agreed not to get discouraged and that this will continue to be a work in progress. Amy will contact City of Dawson Creek Grant Writer to inquire if any grants are available to assist with our fundraising efforts.

7. New Business

7.1 PSG Constitution and Bylaws

Motion to accept: Merina

Seconded to approve: Allison

CARRIED

7.2 Basket Raffle – Merina has applied and been approved for a Class D raffle/gaming license. Due to the time constraints, the approval was for only up to \$5000. This means 2500 tickets at \$2 each. A summary needs to be completed 90 days after the event. It was strongly encouraged by Merina the need to apply for future raffles in August to be able to raise more money than \$5000.

7.3 Community Gaming Grant – Received \$4,460. There is a gaming association meeting on Thursday this week that a few members of the PSG will be attending.

7.4 Student Led Conferences – It was agreed to have a table set up at the door during the student led conferences on November 20 & 21 for parents to volunteer for items of need such as phone parents for each classroom.

7.5 Notre Dame Apparel – It was suggested to redo the trophy cabinet to display apparel that is available for purchase. A suggestion was also made to have apparel available as prizes to students throughout the school year. It was agreed to have order forms sent out to all students and families with a cut-off date prior to Christmas to order apparel.

7.6 Carnival – A date was set for carnival – May 8, 2020.

7.7 Purchase of a fire proof safe – It was suggested to purchase a fire proof safe for PSG money and fundraising orders which will be kept in the medical room. Terri agreed to look into the cost of a two drawer cabinet for the PSG.

7.7 Fundraising Email – It was agreed to create one email address specific to fundraising such as a gmail account. Please bring all fundraising ideas to December's meeting.

7.8 Literacy Idea – Nikki Chmelyk and Sharlene Weingart, two primary staff teachers, would like to raise money to buy leveled books for guided reading. The books are great to target early intervention for struggling readers and the books look similar so struggling readers aren't easily identified. The intent is to ask individuals to sponsor sets of books to be used by the school. The teachers would like the support of the PSG to assist with asking for donations. The goal is to raise \$30,000 over three years. \$3,000 have been currently raised so \$7,000 is the goal for the rest of the year. Stickers will be placed inside the books to recognize who made the donation for each particular book. Ideas for fundraising included books donated in memory of, bingo nights, movie nights, distributing a request for donation letter. Jashu agreed to help with this endeavor and have it presented at the table during student led conference days.

8. Upcoming Events

8.1 Purdy's – raised \$3,704.93 so far with the wrap up on November 18.

Mom's Pantry – raised \$2,129

8.2 Maggie agreed to email and help our kindergarten teacher with Christmas ornaments.

8.3 PSG will pay \$300 for the bus cost for Mrs. Weingart's Grade 2 field trip.

Meeting Adjourned at 7:58pm.

Next Meeting: December 3, 2019 at 6:30pm