**Meeting Minutes**

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| **Meeting Name:** | Gibson-Neill Memorial Elementary School Home & School Association |
| **Date:** | Monday, January 15th, 2018 **(next meeting 4th February, 2018)** |
| **Where/when** | 6:00P – 7:00P, in the GNMES “Den” |

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| **AGENDA ITEM** | **Minutes from last meeting**  | **Shelley Woods** |
|  | Proposed and Seconded  |

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| **AGENDA ITEM** | **School Update: General**  | **Sherry Norton-Graham** |
| **UPDATE** | * **Sistema** K-2 music programme has started - Violin music programme - For more information about Sistema visit: <http://sistemanb.ca/>
* **Track**: Heather and Suellen reached out to the community for donations, the Nashwacksis Lions Club donated $20,000 – still waiting to hear back from other groups. School is estimating the cost at $100,000 (but drainage is an issue in this area), and it is hoped that construction could go to tender this Spring – Jen Mabie suggested reaching out to FSI (Fredericton Sports Investment)
* **TNB concert Hermans Tale** in February – written by a Frederictonian – school will be taking all grades – the cost is $1040.60, school is hoping that H&S will cover the cost
* No pricing yet for **ski trip** (H&S will pay for this, as per other years)
* **Pizza fundraiser update** - Sold 680 coupons (Profit= 680\*5 - $3400). The expiry date was not given when Shelley called to arrange the fundraiser but was on the coupons we received from Pizza Delight – there were no real complaints about the addition of the expiry date, although we had said that there wouldn’t be any expiry date. A suggestion was made to play it safe in future, just say one year expiry date
* **Movie night update** – there was a fire alarm went off halfway through, which ensued chaos – from the parents, not the kids, who knew exactly what to do (Go GNMES kids!) – it was decided that at future movie nights, a brief safety statement would be made at the beginning of what was expected of everyone in the event of a fire alarm going off. Financial update: the Entrance intake was $675 and canteen $239 - when license ($523) and movie rental ($207) is taken into account, we just about broke even.

Sherry – H&S budget – current balance $7825.60* School Supply Fee Update - As of Jan, there are an average of 3 outstanding student fees per class, once the $1000 donation from H&S was distributed amongst the teachers in an equitable way
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| **Votes etc** | * We voted on paying for the TNB outing $1041 – accepted
* In future, our pizza fundraising sheet will give a one year expiry date
* that at future movie nights, a brief safety statement will be made re: fire alarms
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| **AGENDA ITEM** | **Movie Night – 2nd February, ~~Moana~~***\* see note below* **Emoji Movie** | **Shelley Woods** |
| **UPDATE** | * $5 for one, $20 for a family – gets movie, pocorn and choice of treat – doors open at 6, movie starts at 6.30 – there needs to be a parent with each group of kids
* Popcorn – needs to be popped that day – Jen and Cat will come Friday morning, Lorna will come by around 5 pm
* Storm chips from Jen (30 bags only) $2 each – first come, first served
* $1 water
* Probably stuff left over from Howlfest – Cat checked this after the meeting and there are chips and candy in the storeroom
* Pizza Hut @ $1 for slice – Angela will order this
* Water – don’t need this - Angela picked up lots for previous movie night
* Put notice on FB (Krista), GNMES webpage (Julie), send out flyer to parents, send in ClassDojo & emails to parents

Volunteers* Volunteers (x2) at the door –(Lorna) need a float with lots of change (x2) – Lorna and ? will do this
* pizza sale volunteers (x2)
* Heather will be around as GNMES official rep – will give an announcement before the movie starts to meet outside at the flag pole in the event of a fire alarm
* Flavacol – needs to replaced – Scoop and Save – we need the oil and powder – Cat will source this
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|  | Date for movie night – Friday 2nd February, 2018 |
| **Post meeting update** **(Jan 19th)** | Although Moana was the popular vote at the meeting, concerns were raised by H&S members who had been unable to attend the meeting about this choice. A quick Doodle Poll showed that people were in favour of the Emoji movie (Moana got zero votes!) so the choice of movie was changed. I will suggest at the next meeting that, in future, we do a Doodle Poll *before* the organizational meeting to decide on the movie – this way, people who cannot attend will get a voice, and we get a broader idea of what would be popular with the students.  |

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| **AGENDA ITEM** | **Fundraisers**  | **Shelley WoodS** |
| **Ongoing school campaigns** | Ongoing fundraisers within the school FlipGive – need to readvertise this Canadian Tire - need to readvertise thisRecycling at the depots – Heather is working on this, to set up a GNMES account to make it easy for people to donate their stuffPopcorn – sales 1900$ profit, plus more popcorn waiting to be sold – needs to be readvertised |
| **H&S ideas** | Shelley brought four options for this term’s fundraising:Tupperware – Lorna is a rep – Catalogue home – 40% of sales – not cheapMabels Labels – online – 20% - not renewable – probably wont have a huge uptake from parents onlineTea and coffee 31% form to go onlineGarbage bags (and other related products) 35% of pre-tax revenue- Canadian company – start at $7Other ideas:Michael suggested that we could just ask for a monetary donation directly for H&S – would probably have to say this is for H&S but will go to Track and Field etc. – for people who don’t want to buy anything but would like to give a donation – organizations he has been involved with have done this in the past with successJen suggested the idea of an Art auction – each class would make art (sculptures, paintings), and then auction it out to businesses. This idea was generally liked, as it would be involving the children in fundraising for their own track, using (and improving) their skills, could also make them feel more involved in their school community. Although it would be outside of normal curriculum, Sherry felt that teachers would get behind this. However, this would be a lot of work and organization. – would be a lot of work involved. Jen might be interested in helping with this, with the aim of starting in September 2018.  |
| **Decisions / things to be done** | * We decided to pursue the Garbage bags idea – Shelley will take lead for now, and get the order forms from the company
* We may include a note about a monetary donation without purchase on the order forms
* The art auction can be discussed again toward the end of this school year – get some feedback from teachers within the school?

Fundraising in the school* Readvertise the ongoing campaigns at the school (FlipGive, Canadian Tire and popcorn)
* Heather working on setting up the recycling account
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| **AGENDA ITEM** | **Staff Appreciation week – 12-16th February, 2018** |  |
| **To do** | Staff appreciation week will take place the week of 12th to 16th February.Staff numbers are roughly **75-80 (all staff except bus drivers**); **13 bus drivers.*** Bus drivers – (13) one idea is for students to bring out cookies in a bag to each bus driver and a $5 gift card on the Monday – need to check feasibility of this with Sherry – need someone to take this on, to get the gift cards etc

Each day will have a different theme:* **Monday** **– cookies and baked goods** – we have had (in the past) a volunteer to organize the donations as they come in (7.45 am Monday morning) – Dawn indicated that she could do this – also need to find someone to make gluten free treats (in the past, Rachel Lively has done this
* **Tuesday** – Swag/gift bags – Shelley and Angela will work on this - 5 things in each roughly – need to find ideas for this – Angela to reach out to Coveys (Royden from Coveys – sharpies, highlighters, post-its) – Jen could get donations but it would have a liquor theme but Heather suggested this might be frowned on ☺! Lorna could donate some small Tupperware things; Courtney Jones has donated in the past, could possibly donate. We could do a little gift thing instead – like a stick of gum with a label “You Excel” or lip balm “You are the balm”
* **Wednesday – Lunch** – Pita Pit, Happy Baker, Quiznos, Papa Johns, Dominoes (who recently donated pizza to the staff out of the blue!) - Cat will check out quotes for this – need gluten free, dairy free and vegetarian options, needs to be nut free. Last year, the Happy Baker charged $691.65
* **Thursday - Thanks a Latte** – tea, coffee and hot chocolate – Angela – could cost $60-80 roughly
* **Friday – Candy buffet** – Cat emailed Courtney Jones, who has run this in the past, to see if she wants to do this again - Jen Mabie could have dishes available – Jen and Dawn could also help out. Courtney has arranged notes from parents for this day too, need to check to how this could be done again.
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| **Update after meeting** | Each day will be organized by the following volunteers:* Monday – Cat to update donation letter to be sent home – Dawn might be available on the Monday AM – need to get gluten free goods too - need gift cards for bus drivers (Cat can do this) and organize to have them given to bus drivers (Someone at GNMES?)
* Tuesday – Swag Bags – Angela and Shelley organizing
* Wednesday – Lunch – Cat to get quotes
* Thursday – Thanks a Latte - Angela
* Friday – Candy bar - ?
* post meeting update – Courtney can take the lead on the Candy Buffet – has some suggestions for “healthy options” – Cat can include these on the donation form – also will take care of the messages to the teachers/staff (note to this effect to be added to the donation form). She would like a volunteer to work with her – Jen and/or Dawn?

Signage – Shelley Woods will print and leave at the school for use on a given day – use the same themes as last year |
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| **Attendance 15th January, 2018** |  |  |
| Michael Butterfield | Angela Crumney | Julie Holt | Lorna King |
| Jen Mabie | Sherry Norton Graham | Cat O’Connell-Cooper (secretary) | Heather Theriault |
| Dawn VanWart | Shelley Wood (chair) |  |  |

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| **Upcoming meetings – usually first Monday of the month, 6-7 pm in the Den at GNMES** |
| Date\*\*\* | Probable focus for the meeting |
| ~~11~~~~th~~ ~~Sept, 2017~~ | ~~Welcome to the H&S, Corn Boil~~ |
| ~~2~~~~nd~~ ~~Oct, 2017~~ | ~~HowlFest planning~~ |
| ~~6~~~~th~~ ~~Nov, 2017~~ | ~~Fundraising, movie night, pizza coupons, Tree lighting~~ |
| ~~4~~~~th~~ ~~Dec, 2017~~ | ~~Just to organize the pizza coupons – an informal meeting - cancelled~~ |
| 15th Jan, 2017 | Staff Appreciation week planning Feb 12-16th; Movie night Feb 2nd; Winter fundraiser – aimed for Feb to April |
| 5th Feb, 2017 |  |
| 12th March, 2017 |  |
| 9th April, 2017 |  |
| 7th May, 2017 |  |
| 4th June, 2017 | Grade 5 celebration |

\*\*\*Dates might change, e.g., meetings are cancelled on SnowDays.

The Gibson Neill H&S Facebook page has scheduled the meetings for the coming year as events, so you can join these “events” and get notifications if they change

https://www.facebook.com/Gibson-Neill-Home-School-Association-285402174885338/