

# Evergreen Home & School Association Monthly Meeting

**Date:** Tuesday, September 13th, 2016  
**Location:** Evergreen Elementary School - St. Lazare  
**Present:** Margaret Grant, Monique Szabo, Jennifer Gilligan, Tracy Reardon-Gottardo, Gisela Nunes, Romanie Vernham, Christina Ambert, Dawn Gillean, Melissa Bindon, Marie-Eve Frenette, Jennifer Buraglia

## Minutes

### **1.0: Opening of Meeting and Introductions**

Meeting was opened officially at 7:16 pm.

### **2.0: Agenda - Additions (to this agenda) and adoption of agenda**

Motion to adopt agenda. Approved by Christina and Tracy.

### **3.0: Approval of Minutes**

Motion to approve minutes put forth by Romanie, 2<sup>nd</sup> by Dawn.

### **4.0: Reports**

#### **4.1: Treasurer**

Romanie goes over the 2015-2016 Treasurer Report which includes the working budget for 2016-2017; changes to this years' budget includes an increase to QFHSA AGM (\$500), H&S newsletter budget (\$100) and an increase to Educational Support (i.e. Raz Kidz) to \$500/cycle (\$1500); all approved during the May 2016 meeting; Romanie has been in contact with QFHSA and has submitted the report to them.

#### **4.2: Principal**

Curriculum night September 7<sup>th</sup> had a great turn out; there have been practice fire drills and a practice school lockdown drill; September 9<sup>th</sup> was the 1<sup>st</sup> annual corn boil which was a great success and all staff/students had tons of fun; library is due to open the week of September 26<sup>th</sup>; Photo day/head count day is September 30<sup>th</sup>; Governing Board meeting is September 27<sup>th</sup>; Vaccination day for grade 4 students is October 12<sup>th</sup>; iPad sessions held in August for grade 3 parents was a great success, there is a potential for a iPad meeting with Sue Connory open to all parents; there is going to be info sharing and iPad sessions throughout the school year open to all grades.

Ms. Grant presents Dare to Care which is an Anti-Bullying campaign that Ms. Grant would like to bring into the school. This is an educational approach with varying sessions presented to parents, staff and students. Other schools in the area have followed this approach, specifically St. Edmunds and Forest Hill. Ms. Grant and the teachers budgets would contribute towards some of the expenses but H&S would need to help fund this. The budget is \$3550 plus hotel/airfare. Cost to present to all students is \$1250, Parents \$650 and Staff is \$1650. Looking at November 30<sup>th</sup>/December 1<sup>st</sup>. H&S needs to confirm budgetary assistance asap.

#### **4.3: Teacher Representative**

Mme. Marie-Eve is the teacher rep; thank you for the welcome back gift; looks like it's going to be a good year.

#### **4.4: Governing Board**

First meeting is scheduled for September 27<sup>th</sup>; Jennifer Buraglia and Tracy Gottardo are the parent reps.

#### **4.5: Membership**

Pam Gareau is Membership Coordinator this year; we are at approx. 60 members, pushing to get 90+; we are continuing the membership drive to get our numbers up; need 10% membership to maintain QFHSA approval.

#### **4.6: Coordinators**

##### **4.6.1: Hospitality**

No coordinator as of yet; roles/responsibilities to be discussed and presented to anyone interested in this position.

##### **4.6.2: Book Fair**

Scheduled for November 23<sup>rd</sup>/24<sup>th</sup>; Susan Nowak is taking over as Coordinator and is working with Ingrid to transition into this role; Susan will meet with Ms. Grant who will then discuss with Ute the librarian the plan for setting up/viewing, etc.

##### **4.6.3: Pizza Lunches**

Scheduled for every second Wednesday starting October 5<sup>th</sup>; vendor is Georges le Roi, no price increase for this year; Susan Nowak is Coordinator; potential uniforms for the pizza crew – to be discussed further.

##### **4.6.4: Fundraising**

No fundraising campaign officially under way; coordinator and committee to be formed.

##### **4.6.5: Evergreen Clothing (gym shirts/spirit wear)**

Kirstin Bennett is Coordinator; orders are still coming in; sold out of XL which are on order; Evergreen clothing encourages school pride.

##### **4.6.6: Fall Fair**

Jennifer Buraglia(Jen B) is Coordinator; scheduled for November 12<sup>th</sup>; vendors lined up; volunteers lined up.

##### **4.6.7: Avalanche**

Jen B gives update which is very disappointing and discouraging; city of St.Lazare is not supporting the venue, zoning issues between commercial/recreational, etc; city shuts down request and denies approval but says go ahead anyway barring any complaints from vendors/businesses in the area; Avalanche does not feel comfortable with this and is likely cancelling event; tried to get Vaudreuil on board, possible location change to Chateau Vaudreuil or vacant building near Honda dealership; looking at a potential venue/date change to avoid fines, red tape and cancellation of event; Jen B waiting to hear back from final phone calls and updates.

##### **4.6.8: Newsletter**

Pam Gareau and Christina Ambert are Coordinators; printing costs were donated last year, added to budget for this year; option to not print in color; looking at four newsletters throughout the year; possibility of forming a committee.

##### **4.6.9: Grad**

There are 51 grads this year; first grad committee meeting will be in October; potential meeting to be called earlier to begin discussions on grad clothing, fundraising, etc.

#### **5.0 Old Business**

N/A

## **6.0 New Business**

### **6.1 QFHSA**

Executive workshops are September 22<sup>nd</sup>; Fall Conference is November 5<sup>th</sup>; all forms and budget have been sent to head office.

### **6.2: Photo Day/Head Count**

6 volunteers are needed , any new volunteers that are interested plus Fatima, Kirstin, Gisela, Monique, Tracy, Romanie, Jen G, Jen B, Dawn.

### **6.3: Library**

See Principal Report

### **6.4: Turkey Raffle**

No confirmed date; voted during meeting to have raffle in December; Gisela to coordinate.

### **6.5: Terry Fox**

Michelle Bartmanovich-Wood is coordinating with Monique; run date is September 22<sup>nd</sup>; no speaker yet confirmed; assembly date to be confirmed.

### **6.6: Volunteers/Coordinators**

Forms are still coming in; lots of volunteers signing up.

## **7.0 Varia / Questions**

N/A.

## **8.0 Next Meeting / Adjournment**

Next meeting October 11<sup>th</sup>.

Jen B motions to adjourn meeting at 9:10, Christina 2nds,, AU.

\*AU = Approved Unanimously

# Evergreen Home & School Association

## Monthly Meeting

**Date:** Tuesday, October 11<sup>th</sup>, 2016

**Location:** Evergreen Elementary School - St. Lazare

**Present:** Margaret Grant, Monique Szabo, Jennifer Gilligan, Tracy Reardon-Gottardo, Romanie Vernham, Marie-Eve Frenette, Jennifer Buraglia, Kirstin Bennett, Pam Gareau, Michelle Bartmanovich,

### Minutes

#### 1.0: Opening of Meeting and Introductions

Meeting was opened officially at 7:17 pm by Monique.

#### 2.0: Agenda - Additions (to this agenda) and adoption of agenda

Motion to adopt agenda.

Additions to the agenda - Business Arising, 6.10. -Website

Approved by Kirstin and Michelle.

#### 3.0: Approval of Minutes

Minutes approved by Tracy and Michelle.

#### 4.0: Reports

##### 4.1: Treasurer

Romanie puts forth motion to approve budget, Jen B 2nds, AU.

Romanie proposes an increase to \$200 from \$150 to cover bank fees, AU.

Kirstin puts forth a motion to clarify/change the wording/understanding of H&S Maintenance/Upkeep - new understanding is that funds will be carried over each year and can accumulate to a maximum of \$2000, this will be reviewed as needed, Jen B 2nds, AU.

Pam puts forth a motion to allocate \$400 for H&S website start up, Kirstin 2nds, AU.

##### 4.2: Principal

Thank you to everyone who contributed and supported the Le Pont Bridging food drive, over 35 boxes of food was collected (goal was 25 boxes, as a reward, the students got an extended recess!). Photo day was a success, thank you to all volunteers. Library is open and running well. Term 1 ends November 11<sup>th</sup>. Remembrance Day celebrations will take place November 11<sup>th</sup> with an assembly after lunch. There is a workshop scheduled for October 22/23, "The Courage to Listen", ½ day workshop, \$25 with lunch, registration online. School board Ped day scheduled for November 1<sup>st</sup>.

##### 4.3: Teacher Representative

Mme. Marie-Eve is the teacher rep. Interim reports go home October 11<sup>th</sup>. Cross country run scheduled for grades 4-6. Thank you to all Volunteers for their help and fundraising initiatives.

##### 4.4: Governing Board

Next meeting is October 18<sup>th</sup>. Main issue is discussion over usage of Lysol Wipes. No decision has been made but questions and concerns have been presented. Topic was tabled until next meeting.

#### **4.5: Membership**

Pam reports that we are at 90 members, goal is 94. Lapsed members have been contacted, a letter/email will be sent out as one last push, Monique suggest asking staff as well to support membership.

#### **4.6: Coordinators**

##### **4.6.1: Hospitality**

N/A

##### **4.6.2: Grad**

No Grad cruise this year due to service issues. Fundraising ideas include hot dog lunch, car wash, bake sale. A clear and precise fundraising goal is needed. Grad chairs are Ms. Grant and Mme. Marie Eve.

##### **4.6.3: Book Fair**

Susan and Ingrid working together this year, book fair is November 23/24. There is a tier system with the amount of money made in purchases - would H&S be willing to boost to the next tier by purchasing other books (in order to get more rewards)...tabled to the next meeting.

##### **4.6.4: Fundraising**

No Fall fundraiser planned.

\*Update on Avalanche sale - \$2250 profit! Great success. Simon was very pleased, possibility to have again next year.

##### **4.6.5: Evergreen Clothing (gym shirts/spirit wear)**

Kirstin and Tracy are working together. Stocks are depleted. One more gym shirt order will be done. Looking at new suppliers with better costs. New coordinator is needed as well. Kirstin is not as available and in the school as much so anyone in the school can fill the shirt orders. Need new spirit wear ideas as well.

##### **4.6.6: Pizza Lunches**

All good, no news to report.

##### **4.6.7: Fall Fair**

Jen B advises that the sub committees are formed (Michelle, Pam, June and Maria) and volunteers lined up (Dawn - bake sale, Gisela - baskets, Jen Moore - ticket sales, Natalie Cleary). Vendors have been booked. Menu upgrades and adult activities planned (massage chair, card reader, etc). Kirstin will be running the apple pie contest again. Westwood students to volunteer and H&S will provide lunch to avoid confusion of last year.

##### **4.6.8: Terry Fox Run**

\$8500 was raised, our goal was \$6000. Michelle's feedback is to extend the timeline for ordering and pledging. Assembly speaker was fantastic, he was the Regional Director of Terry Fox Association.

## **5.0 Old Business**

### **5.1 Dare to Care Conference**

H&S does want to support this cause but more cost analysis/details are needed. Ms. Grant can't confirm actual cost because this would be based on other school involvement. Teachers are not keen to invest their funds on this initiative, don't feel like bullying is a big issue. Yes there are situations but no major issues to justify the investment. Tabled until May 2017

## **6.0 New Business**

### **6.1 QFHSA**

November 5<sup>th</sup> is the Fall conference. \$25/person, \$100 budgeted. Interested in going is Monique and Jen B.

### **6.2: Photo Day/Head Count**

Successful day, only 3 children were absent.

### **6.3: Turkey Raffle**

Gisela to coordinate. Will run in December. Monique and Gisela to meet for transfer of information.

### **6.4: Pizza Lunches**

See 4.6.6

### **6.5: Spirit Wear / Gym Uniforms**

See 4.6.5

### **6.6: Teacher's Wish List**

Looking to extend timeline to allow teachers to know their needs/students needs. Monique motions to run from October - March 1<sup>st</sup>, 2017. Jen B 2nds. AU.

### **6.7: Pancake Breakfast / Holiday Event (in-school)**

New ideas are needed, no more interest in Junkyard Symphony. Budget is \$500.

### **6.8: Newsletter**

Christina/Pam coordinators, no planned newsletter yet.

### **6.9: Family Event (coordinator, timing, ideas)**

Email to be sent out to plan details/events.

### **6.10: Website**

Pam presents details on H&S website startup, \$350/1 year trial or \$500/3 year trial. In order to go paperless, on line payments and order forms will be made available (pizza forms, gym shirts, membership, raffle tickets for Fall Fair). Site will be very user friendly. Pam will take on the initiative and set up the site, send mock site for testing, reviews, etc. Goal is to have site up and running for the Fall Fair. Idea of having grade 5/6 students involved in editing, writing, etc as sort of a lunch time program, lots of excitement over this idea but will be discussed further before final decision is made.

## **7.0 Varia / Questions**

N/A.

## **8.0 Next Meeting / Adjournment**

Next meeting November 8<sup>th</sup> at 7:00, grad meeting at 6:15.

Tracy motions to adjourn meeting at 9:30, Jen B 2nds, AU.

# Evergreen Home & School Association Monthly Meeting

**Date:** Tuesday, November 8<sup>th</sup>, 2016  
**Location:** Evergreen Elementary School - St. Lazare  
**Present:** Margaret Grant, Monique Szabo, Jennifer Gilligan, Tracy Reardon-Gottardo, Romanie Vernham, Marie-Eve Frenette, Jennifer Buraglia, Pam Gareau, Michelle Bartmanovich

## Minutes

### 1.0: Opening of Meeting and Introductions

Meeting was opened officially at 7:04 pm by Monique.

### 2.0: Agenda - Additions (to this agenda) and adoption of agenda

Motion to adopt agenda by Romanie, Tracy 2nds.

### 3.0: Approval of Minutes

Minutes approved by Tracy and Pam.

### 4.0: Reports

#### 4.1: Treasurer

Romanie provides revised budget to include/reflect changes made at last meeting.

#### 4.2: Principal

There is a Digital Citizenship presentation for parents scheduled for November 10<sup>th</sup>; possibility of running this again in the Spring. There is going to be a Remembrance Day presentation by the grade 6 students which will be given during the assembly. Report cards are going home November 21<sup>st</sup>. Parent teacher interviews are scheduled for November 23/24. There is going to be an official Evergreen Facebook page run by Ms. Grant, this is a LBPSB mandated initiative.

#### 4.3: Teacher Representative

Mme. Marie-Eve advises that Teachers Wish List has gone out to staff; there will be a Quebec musician visiting grades 3-6 on December 5/6; grad shirts arrived and will be distributed to the students (\$23 for both the hoodie and grad t-shirt).

#### 4.4: Governing Board

Next meeting is November 15<sup>th</sup>. Lysol wipes is the hot topic, they will no longer be used in the schools. Field trips have been approved. Feedback to governing board is that Evergreen is happy to have Halloween back in the school.

#### 4.5: Membership

Pam reports that we have 90 members and 1 associate member. Paperwork and official numbers will be submitted to QFHSA.

#### 4.6: Coordinators

##### 4.6.1: Grad

Grad bake sale planned for November 23<sup>rd</sup>. Hot dog lunch planned for March 3<sup>rd</sup>. Car wash planned for May 27<sup>th</sup>. Hoping to sponsor grad outing to Calypso water park.

##### 4.6.2: Fall Fair

Jen B reports that all is coming together but event is struggling for volunteers, hoping for last minute sign ups. Still looking for bakers as well. Pie bakers needed for apple pie contest. Ted Bird from the Jewel radio will be a judge, Jen will also be on air Friday to promote the entire event. Jen motions for a budget increase to \$700 for the canteen, Pam 2nds, AU.

#### **4.6.3: Book Fair**

Theme this year is Bookaneer/Pirates. Volunteers are needed for Wednesday and Thursday. There will be no purchases during student book viewing. Principal participation involves dressing up as a pirate if goal is met.

#### **4.6.4: Fundraising**

N/A.

#### **4.6.5: Evergreen Clothing (gym shirts/spirit wear)**

N/A

#### **4.6.6: Pizza Lunches**

N/A

#### **4.6.7: Hospitality (Christmas)**

N/A

### **5.0 Old Business**

#### **5.1 Top up for book fair amounts**

How much is H&S willing to top up? Jen B presents a motion to consider bumping up to the next tier, Pam & Tracy 2<sup>nd</sup>, AU. An e-vote will be done once the tiers are confirmed.

### **6.0 New Business**

#### **6.1 Photographer Contract/Comments**

Mixed feelings/reviews; possibility of finding a vendor who does retakes and sibling photos; there is confusion over when the class photo will be received regardless of ordering photo packages; suggestion of using May's studio in Hudson. Jen B to look into and arrange for September 29<sup>th</sup>, 2017.

#### **6.2: Turkey Raffle**

Gisela to coordinate. Will run in December. Monique and Gisela to meet after fall Fair.

#### **6.4: Pancake Breakfast / Holiday Event**

Confirmed for December 23<sup>rd</sup> which is a ½ day, early dismissal.

#### **6.5: Web Page**

Pam gives an update on web site launch date which is going to be at Fall Fair; goal is to have Evergreen be paperless; Pam presents motion to include Fundscrip, Jen B 2nds, AU. Pam presents motion to include Loveable Labels, Tracy 2nds, AU. Pam presents idea of a sponsorship/community corner for current families of Evergreen to support/promote family businesses, sort of like a business card directory. Need to confirm with QFHSA if this allowed, Ms. Grant to confirm with LBPSB regional director if allowed. If permission is given and everyone is in agreement, a motion and vote will be presented via e-vote.

### **7.0 Varia / Questions**

N/A.



## **8.0 Next Meeting / Adjournment**

Next meeting December 13<sup>th</sup> at 7:00, grad meeting at 6:15.

Holiday Social invite to be sent out after Fall Fair, invite is to include all volunteers (pizza crew, library, etc.). Monique to send out email re: location, date, etc.

Jen B motions to adjourn meeting at 8:35, Michelle 2nds, AU.

\*AU = Approved Unanimously

# Evergreen Home & School Association Monthly Meeting

**Date:** Tuesday, December 13<sup>th</sup>, 2016  
**Location:** Evergreen Elementary School - St. Lazare  
**Present:** Margaret Grant, Monique Szabo, Jennifer Gilligan, Romanie Vernham, Marie-Eve Frenette, Pam Gareau, Christina Ambert

## Minutes

### 1.0: Opening of Meeting and Introductions

Meeting was opened officially at 7:02 pm by Monique.

### 2.0: Agenda - Additions (to this agenda) and adoption of agenda

Motion to adopt agenda by Romanie, Pam 2nds.

Addition to the agenda, 6.8 Helping our Own

### 3.0: Approval of Minutes

Minutes approved by Romanie and Pam.

### 4.0: Reports

#### 4.1: Treasurer

Romanie provides year to date overview. A new line has been added to the budget: Universal Design Learning Fund. Pam puts forth the motion to allocate \$500, AU (see 4.2 and 6.2 for further info).

#### 4.2: Principal

Thank you to the volunteers who helped at the Scholastic Book Fair and Grad Bake Sale. \$4000 was raised to buy books for the classrooms and the grads raised over \$600 in bake sale. Le Pont Bridging food drive was another huge success, over 35 boxes of food was collected. A large part of the school budget has been spent to refurbish seven smart boards within the school. A grant has been applied to upgrade/convert classrooms to Universal Designed Learning (UDL) classrooms. Evergreen has the second highest number of special needs students within the LBPSB.

#### 4.3: Teacher Representative

Mme. Marie-Eve thanks everyone for the English books. Thank you the hospitality gifts. Last week of school before Christmas break the staff will be planning activities for the students. French musician Alexandre Belliard performed for the students as part of Culture in Schools, all the kids (grades 3-6) loved his music and were really happy to have this guest.

#### 4.4: Governing Board

Next meeting is in the new year. Budgets were proposed and approved for the daycare (investing in new toys/equipment) and the school (new blinds in the classrooms, \$200 for each teacher for new books/resources and new couch/carpet in the library).

#### 4.5: Membership

N/A

#### 4.6: Coordinators

##### 4.6.1: Grad

N/A

#### **4.6.2: Fundraising**

Spring Fundraiser tabled until a specific initiative is presented. Chocolate bars will likely be the item being sold. Romanie suggests we need a bigger plan for the funds in our account before committing to another fundraising campaign. Ms. Grant suggests an upgrade for the senior yard. An Outdoor Enhancement Sub-Committee needs to be formed, Romanie and Christina to chair the committee. Pam puts forth the motion to form sub-committee, Jen G 2nds.

#### **4.6.3: Evergreen Clothing (Gym Shirts /Spirit Wear)**

Spirit wear ordering will be added to the website and the first campaign will run in the new year.

#### **4.6.4: Hospitality (Christmas)**

N/A.

### **5.0 Old Business**

N/A

### **6.0 New Business**

#### **6.1 Kiss N Drop**

All going well with Kiss n Drop, there's been an improvement since Ms. Grant sent out email re: protocol and reminders to parents. Three volunteers helps things run smoothly.

#### **6.2: Teacher's Wish List (Review and Approvals)**

See attached report included in email with most current information.

Resource department is requesting to purchase a teardrop cocoon swing which is used to help children during a meltdown. Ms. Grants asks if Home and School could cover ½ the cost. Total cost is \$500. Pam puts forth the motion to cover \$250 toward the purchase, Romanie 2nds, AU.

#### **6.3: Pancake Breakfast / Holiday Event**

Confirmed for December 23<sup>rd</sup>, sign up for volunteers to go out during the week.

#### **6.4: Web Page**

Pam gives an update on web site including stats/numbers (how many users, sessions, views, etc.). Lots of pizza orders came in via the web. Slight hiccup with PayPal since we are not for profit (needed to provide specific documents, signatures, etc) but issue should be sorted shortly.

#### **6.5: Evergreen Parents Page (Facebook)**

There's been issues with the Facebook page and the type of posts. Intention of the page was to inform and for info sharing but has turned into a place of complaints, rants, etc. Decision was made by the Home and School execs to change the format to strictly Home and School info. Disclaimers and page changes were posted to inform all members.

#### **6.6: Turkey Raffle**

No turkey Raffle this year.

#### **6.7: Spring Family Event (2017)**

Monique will reach out to volunteers who signed up for Family Events. Possible movie night to be planned.

#### **6.8: Helping our Own**

Two families are in need of gym shirts. Pam motions to use \$70 from Helping our Own, Christina 2nds.

**7.0 Varia / Questions**

N/A.

**8.0 Next Meeting / Adjournment**

Next meeting February 7<sup>th</sup> at 7:00, grad meeting at 6:15.

Christina motions to adjourn meeting at 8:40, Pam 2nds,, AU.

\*AU = Approved Unanimously

# Evergreen Home & School Association Monthly Meeting

**Date:** Tuesday, February 7<sup>th</sup>, 2017  
**Location:** Evergreen Elementary School - St. Lazare  
**Present:** Margaret Grant, Monique Szabo, Jennifer Gilligan, Romanie Vernham, Marie-Eve Frenette, Christina Ambert, Linda Cregan, Lucy Filiatrault, Jennifer Buraglia, Kirstin Bennett

## Minutes

### 1.0: Opening of Meeting and Introductions

Meeting was opened officially at 7:09 pm by Monique.

### 2.0: Agenda - Additions (to this agenda) and adoption of agenda

Motion to adopt agenda by Jen Buraglia, Kirstin 2nds  
Addition to the agenda, 6.2(Daycare funding request), 6.3 (Suessical information/request), 6.11 (Avalanche)

### 3.0: Approval of Minutes

Minutes approved by Jen G, Jen B 2nds.

### 4.0: Reports

#### 4.1: Treasurer

Romanie provides year to date overview. Rom notes that bank fees are less than in previous years due to online orders. Online orders have added new fees such as PayPal and Square.

#### 4.2: Principal

Thank you to the volunteers for the pancake breakfast just before Christmas break, also thanks to all who helped at the Open House. Huge thanks for Staff Appreciation week - very much appreciated by all. Re-registration forms to be sent home February 13<sup>th</sup>. Important dates: February 10<sup>th</sup> is a board wide Ped day, Evergreen staff will be attending a workshop; February 16<sup>th</sup> is Jump Rope for Heart; Jungle Sport returns the week of February 20<sup>th</sup>; winter carnival with a week of activities is February 28<sup>th</sup> - March 3<sup>rd</sup>; Report Cards go home March 13<sup>th</sup>; Portfolio Night and French Book Fair March 16<sup>th</sup>.

#### 4.3: Teacher Representative

Mme. Marie-Eve gives a big thank you for Staff Appreciation week, really brought the staff together. Grade 6 students attended the MSO and the event went really well. April 19/20 Evergreen is hosting a Robotics competition.

#### 4.4: Governing Board

N/A

#### 4.5: Membership

N/A

#### 4.6: Coordinators

##### 4.6.1: Grad

No new business to report. March 3<sup>rd</sup> is Hot Dog Lunch, March 16<sup>th</sup> Grad Bake Sale. Car was scheduled for May. Grad dance is June 16<sup>th</sup>.

##### 4.6.2: Fundraising

See 6.10

#### **4.6.3: Evergreen Clothing (Gym Shirts /Spirit Wear)**

Spirit Wear campaign running until February 9<sup>th</sup>. New supplier to be used for the Spring campaign.

#### **4.6.4: Hospitality**

N/A.

#### **4.6.5: Pizza and online ordering**

Currently discussing the option of 2-3 payment options instead of yearly and monthly. Online ordering has simplified things greatly.

#### **4.6.6: Pancake Breakfast**

N/A

### **5.0 Old Business**

See 6.10

### **6.0 New Business**

#### **6.1 Teacher's Wish List (review/approvals)**

See attached report included with most current information.

#### **6.2: Daycare Funding Request (Ms.Lucy)**

Ms.Lucy is looking to implement low cost/no cost activities at lunchtime, also looking at the possibility of volunteers to help run the activities. Ms.Lucy requests \$250 for supplies, Kirstin puts forth a motion to allocate \$200 from Misc. Funds and any extra from Teacher's Wish List to cover the \$250 Home & School sponsored lunchtime activities, Jen B 2nds, AU.

#### **6.3: Suessical information/request (Ms.Cregan)**

Suessical the Musical will be held June 1<sup>st</sup>. Ms.Cregan is looking for funding to purchase 2-3 quality microphones. Quote is \$265 USD/each. Ms.Cregan to look into Canadian supplier and possible education savings/incentives. Tabled until a more detailed budget assessment is provided.

#### **6.4: Bus Driver Appreciation**

Date TBD, Michelle Bartmanovich-Wood to coordinate.

#### **6.5: Winter Carnival**

N/A

#### **6.6: French Book Fair**

March 16<sup>th</sup>, Suzy Q to run the fair but not available to set up, will be looking for volunteers to set up with the librarian.

#### **6.7: QFHSA**

AGM is April 30<sup>th</sup>, nominations are March 13<sup>th</sup>.

#### **6.8: Speaker funding request (library)**

Via e-vote, Home & School executives approved a request for a guest speaker at a cost of \$250.

#### **6.9: Spring Family Event**

Monique to reach out to volunteers; idea of coordinating with those that are in the musical.

#### **6.10: Senior Playground**

Phase 1: Low rope course/apparatus was approved for installation on the Senior playground. Rom is waiting for a response from St.Lazare Parks & Recreation. Phase 2: long

term (5-10 year) plan to be implemented after phase 1 completion.

**6.11: Avalanche**

Avalanche is interested in hosting another year. Motion put forth by Jen B to host the event for a second year, Christina 2nds, AU.

**7.0 Varia / Questions**

“Recreating the Classroom”:

Staff is implementing UDL classrooms (both grade 4 classes plus Mme. Marie-Eve).

Ms. Grant and Ms. Lucy redecorating/redesigning daycare to UDL compliance.

Library and Integration Aid room also being redesigned.

Staff is looking to fundraise for UDL funding.

**8.0 Next Meeting / Adjournment**

Next meeting March 14<sup>th</sup> at 7:00, grad meeting at 6:15.

Jen B motions to adjourn meeting at 9:10, Christina 2nds.

\*AU = Approved Unanimously

# Evergreen Home & School Association Monthly Meeting

**Date:** Tuesday, March 28<sup>th</sup>, 2017  
**Location:** Evergreen Elementary School - St. Lazare  
**Present:** Margaret Grant, Jennifer Gilligan, Romanie Vernham, Marie-Eve Frenette, Christina Ambert, Jennifer Buraglia, Michelle Bartmanovich-Wood

## Minutes

### 1.0: Opening of Meeting and Introductions

Meeting was opened officially at 7:13 pm by Jen B.

### 2.0: Agenda - Additions (to this agenda) and adoption of agenda

Motion to adopt agenda by Romanie, Michelle 2nds  
Addition to the agenda, 6.9 (Avalanche)

### 3.0: Approval of Minutes

Minutes approved by Jen G, Jen B 2nds.

### 4.0: Reports

#### 4.1: Treasurer

Romanie provides year to date overview. Romanie puts forth a motion to use \$25 from Helping our Own for frozen meals to keep on hand at the school. Michelle approves, Jen B 2nds.

#### 4.2: Principal

Thank you to the volunteers who made the bake sale and French Scholastic book fair a success. Currently we are at 90% capacity for 2017-2018 registration (328 students). Author Carloine Merola will be visiting the grade 2 students as part of Culture in the Schools. In Early April, Tell Them From Me (TTFM) survey will be sent out. Anti-Bullying week will be the week of April 10<sup>th</sup> - 13<sup>th</sup>. This will be linked to I love to Read Week using the same theme of inclusion, kindness, etc. On April 19<sup>th</sup> the Robo-Duo robotics competition will be held, a collaborative competition between Evergreen, Westpark and P.E.T.E.S. Kindergarten Mini Day is April 21<sup>st</sup>. Grade 6 Mini Day is April 24<sup>th</sup>. Evergreen is awaiting board approval to run the Flex Class again next year.

#### 4.3: Teacher Representative

Mme. Marie-Eve advises that Winter Carnival was fun and successful despite the weather which required some event rescheduling/adjusting. The grade 6 students are working on editing and completing the Mannequin Challenge video (ran into some copyright issues with the music that was used). Portfolio night went well.

#### 4.4: Governing Board

Food drive for Le Pont Bridigng will be run during Anti-Bullying week. Grade 6 Grad Car Wash was approved for May 27<sup>th</sup>. Daycare renos will begin soon.

### 4.5: Coordinators

#### 4.5.1: Grad

N/A



#### **4.5.2: Evergreen Clothing (Gym Shirts /Spirit Wear)**

Orders are still being filled. Gisela to take over as coordinator next year.

#### **4.5.3: Book Fair - French**

\$953 was sold in actual product which equals \$86/teacher. Idea of possibly alternating the French and English book fairs so that the French can run in November and the English in March (will this increase sales since the November portfolio night seems to generate more attendance). Michelle brought up the idea of looking into online ordering and would there be a way to link online sales to Evergreen.

### **5.0 Old Business**

#### **5.1: Microphones for musical concert (Ms.Cregan)**

Ms. Cregan looked into Canadian suppliers and the quote ended up being more expensive, will be ordering from the US. Option to piggyback on a purchase with Westwood. Quote is \$350/microphone. Motion was put forth to use remainder of TWL funds on the purchase of microphones and anything else relating to the musical, AU. Total amount available is \$1072.

### **6.0 New Business**

#### **6.1 Teacher's Wish List (review/approvals)**

Final TWL approval was given to Ms.Shauna for 60 paperback books. TWL is now closed. AU. Ms.Grant mentions that government has cut funding to iPad apps, Romanie puts forth a motion to spend \$1000 from the Educational Support funds in the budget - this will go toward cycles 2/3 to be used immediately as these funds are available in this year's budget. For the 2017-2018 budget, \$1500 is available for all three cycles (\$500/per).

#### **6.2: Bus Driver Appreciation**

Michelle will co-ordinate event to be held April 13<sup>th</sup>. Will be similar to last year (coffee/muffins). Michelle will reach out for volunteers.

#### **6.3: QFHSA AGM - April 29th**

Need to notify QFHSA by April 19<sup>th</sup> the award winners and attendees.

#### **6.4: UDL Discussion**

Teacher fundraising will begin next year (2017-2018 school year)

#### **6.5: Senior Playground Update and Discussion**

Rom provides an update on the design plan and most recent quote. We are currently working with Andre Piche (company rep) and Pierre Cardinal from St.Lazare. The goal of the project is to have low to ground play structures installed on the senior side of the school yard which will be safe, fun and educational for all students. Home & School has \$4000 in funds allocated in their budget; Evergreen will provide \$1000 from their budget with the hopes of the city of St.Lazare covering half the cost, this will allow Evergreen to have a budget of \$10,000. The present quote totals \$11,441.22 which includes the labor and installation for the following activities: Zipline, Cargo Net, Short Loops, Log Foot Bridge, Giant Hammock and Jungle Bridge. After discussion, a unanimous decision was made that the Short Loops will be removed from the plan in order to meet approved budget. Ms. Grant has sent the entire package and quote to LBPSB head office for approval. A motion was put forth by Jen B to have a new (permanent) line added to the Home & School budget which will allocate funds that will cover a proportional amount toward the annual maintenance/inspection of the structures on the Evergreen property; Michelle approves, Rom 2nds, AU.

**6.6: Fundraising**

There will be a Spring fundraiser held May 12<sup>th</sup> - 28<sup>th</sup>. Michelle will coordinate. Jen B puts forth motion to sell large chocolate bars (Aero, Smarties, etc) with funds raised going exclusively toward UDL , AU.

**6.7: Spring Family Event**

An email has been sent to volunteers, those who signed up at beginning of year to help with family events, as of yet, no official coordinator. Ides include movie night or a disco night. Date will be April 28<sup>th</sup>.

**6.8: Grill n Chill**

Date will be June 8<sup>th</sup>. Will need to reach out for volunteers.

**6.9: Avalanche**

Simon from Avalanche has agreed to partner with Evergreen again, proposed dates are September 15<sup>th</sup> - 17<sup>th</sup> or September 22<sup>nd</sup> - 24<sup>th</sup>. Jen B is meeting with her contact at the St.Lazare sportsplex to discuss whether the event can be held there and if it would be indoors or outdoors.

**7.0 Varia / Questions**

N/A

**8.0 Next Meeting / Adjournment**

Next meeting April 11<sup>th</sup> at 7:00, grad meeting at 6:15.  
Christina motions to adjourn meeting at 9:03, AU.

AU = Approved Unanimously

# Evergreen Home & School Association

## Monthly Meeting

Date: Tuesday, April 11<sup>th</sup>, 2017

Location: Evergreen Elementary School – St. Lazare

Present: Margaret Grant, Monique Szabo, Jennifer Gilligan, Romanie Vernham, Marie-Eve Frenette, Jennifer Buraglia, Kirstin Bennett, Pam Gareau

### Minutes

#### 1.0: Opening of Meeting and Introductions

Meeting was opened officially at 7:13 pm by Monique

#### 2.0: Agenda – Additions (to this agenda) and adoption of agenda

Motion to adopt agenda by Jen B, Pam 2nds

#### 3.0: Approval of Minutes

Minutes approved by Jen B, Jen G 2nds

#### 4.0: Reports

##### 4.1: Treasurer

Full report to be given at next meeting, no new financials since last meeting (two weeks prior)

##### 4.2: Principal

Daycare has been renovated with UDL upgrades (lego wall, fresh paint, new seating (hokey chairs, balance chairs)); TTFM (Tell Them From Me survey) has been given to grades 4-6, looking to get insight into what the students are thinking, results will be provided at a later date; Bully Free Begins With Me theme throughout the week with reading and activities surrounding this theme; October 2<sup>nd</sup> - 6<sup>th</sup> 2017 will be Bully Prevention Week and Pink T-Shirt Day has been added to the calendar for February 2018; Robo-Duo robotics event is April 19<sup>th</sup>; Kindergarten Mini Day is April 21<sup>st</sup>; Grade 6 Basketball tournament will be held in the Evergreen gym April 21<sup>st</sup>; April 24<sup>th</sup> is Grade 6 Mini-Day at Westwood

##### 4.3: Teacher Representative

Mme. Marie-Eve advises that government exams are ongoing from now until end of school year (various grades/ subjects)

##### 4.4: Governing Board

N/A

#### 4.5: Coordinators

##### 4.5.1: Grad

Mme. Marie Eve says that more volunteers are needed and more fundraising is required in order for the Grade 6 grad event to be fully funded; May 12<sup>th</sup> Hot Dog lunch; May 27<sup>th</sup> Grad Car Wash

##### 4.5.2: Evergreen Clothing (Gym Shirts/ Spirit Wear)

All orders from the last campaign have been delivered; 28 families ordered items; the new supplier will provide an embroidered emblem on the clothing items; next campaign will sell hoodies and vintage shirts; Kirstin puts forth a motion to purchase 100 stainless steel water bottles (\$5.08/ each+taxes, will retail them for \$6.00) – AU except for Rom/Pam who abstain from the vote; the campaign will run for 1-2 weeks with a guaranteed delivery date of 2 weeks; Gym shirts will be sold at the Kindergarten min-day; we have lots of inventory we need to get rid of so we can get new stock with the new logo; Pam motions to sell off current stock at \$5.00/ each shirt, Rom 2nds, AU

##### 4.5.5: Fundraising (UDL)

Goal is to raise \$4500 so that two bikes and alternate seating can be provided to all classrooms

## 5.0 Business Arising (follow up from previous month)

### 5.1: Senior Playground update

Rom gives update and advises that the school board wants safety documentation which does not exist under Canadian standards; the supplier bases safety requirements on European standards; Rom is hoping to work with the supplier in order to get the documentation support the board needs; hoping to be on the city of St. Lazare agenda for May 2<sup>nd</sup> meeting – the application has already been submitted

## 6.0 New Business

### 6.1: Bus Driver Appreciation

April 13<sup>th</sup>, Michelle and Gisela to work together

### 6.2: QFHSA AGM – April 29<sup>th</sup> (agenda, voting delegates)

Pam is interested in going; others interested include Jen G, Jen B and Romanie; Unsung Hero nominees will be advised this week; Mo will send out the official AGM invite and agenda, also available on the QFHSA website

### 6.3: Kindergarten Orientation/ Mini Day

April 21<sup>st</sup>, H&S to serve coffee, sell gym shirts

### 6.4: Daycare Appreciation

Runs the week of May 15<sup>th</sup> – 19<sup>th</sup>; Mo will be in contact with Miss Lucy to discuss

### 6.5: Movie Night

Mo met with the planning committee; event is April 28<sup>th</sup>; a licence is required to show movies at the school, type of licence determines the type of movie that can be watched (premier movie means not yet released vs already released which is on DVD, Netflix, etc); movie choices are Lego Batman or Sing – vote was made to show Sing

### 6.6: H&S Executive Nominations

Mo will send out information on the roles/ responsibilities and nomination forms in the coming weeks

### 6.7: Avalanche

\*tabled to next meeting due to lack of time\*

### 6.8: Grill n Chill

\*full discussion tabled to next meeting due to lack of time\*  
event is planned for June 8<sup>th</sup>; Jen B is already booking vendors

### 6.9: Pizza Contracts

\*tabled to next meeting due to lack of time\*

### 6.10: Evergreen 25<sup>th</sup> Anniversary (2017-2018 school year)

\*tabled to next meeting due to lack of time\*

## 7.0 Varia / Questions

N/A

## 8.0 Next Meeting / Adjournment

Next meeting May 16<sup>th</sup> at 7:00, grad meeting at 6:15.

Rom motions to adjourn meeting at 9:05, Kirstin 2nds.

\*AU = Approved Unanimously

# Evergreen Home & School Association Monthly Meeting

**Date:** Tuesday, May 23<sup>rd</sup>, 2017

**Location:** Evergreen Elementary School - St. Lazare

**Present:** Margaret Grant, Monique Szabo, Jennifer Gilligan, Romanie Vernham, Marie-Eve Frenette, Kirstin Bennett, Pam Gareau, Melinda Paradis, Georgia Kollias, Melissa Bindon, Christina Ambert

## Minutes

### 1.0: Opening of Meeting and Introductions

Meeting was opened officially at 7:09 pm by Monique; welcome to new attendees, Melinda, Georgia and Melissa

### 2.0: Agenda - Additions (to this agenda) and adoption of agenda

Additions to the agenda 3A, Evergreen's 25<sup>th</sup> Anniversary presented by Martha McKinley;  
6.10 Gym Shirts presented by Kirstin

Monique adopts the agenda, AU

### 3.0: Approval of Minutes

Minutes approved by Pam, Romanie 2nds

### 3.A: Evergreen's 25<sup>th</sup> Anniversary

Martha McKinley is president of the 25<sup>th</sup> Anniversary Committee; plans for 2017-2018 will celebrate the last 25 years and the next 25 years; August 30<sup>th</sup> will be welcome back festivities with balloons and music; September 8<sup>th</sup> will be an in-house birthday party/assembly with a hot dog lunch and mini-fun day; October 18<sup>th</sup> school wide photo; October 27<sup>th</sup> time capsule will be dug up, wine/cheese reception with former alumni, hosted by former/current H&S execs; funding requested for event, amount to be determined, funds to be promised/approved in new budget

## **4.0: Reports**

### **4.1: Treasurer**

Romanie gives an update; changes to new budget will include combining H&S newsletter and H&S website for a total of \$500; we exceeded the budget for QFHSA AGM/awards but this overage was approved via e-vote by the execs (April 13<sup>th</sup>, 2017)

Addendum: June 13<sup>th</sup>, 2017 Executive Budget Meeting was held, all details and revised budget to be presented at next Home & School meeting

Addendum: Jen B puts forth the motion to have Avalanche sale Sept 14<sup>th</sup> - 17<sup>th</sup> with a budget of \$1600; Pam 2nds, AU; projected expenses: \$3000, projected income : \$7000, projected net income \$4000

### **4.2: Principal**

Velo Quebec came to the school and conducted a 'study' about school/bike/car safety; a parent survey will be sent out in September to see if they lived within a 1.5 km radius, would they bike/walk instead of use the bus; possibility of a crossing guard in front of the school, better signage, painted lanes, etc.; Flex class has been approved for grades 2/3; last day of school is June 23<sup>rd</sup>; enrolment for 2017-2018 is at 332 students; next year is Evergreen's 25<sup>th</sup> Anniversary; June 1<sup>st</sup> is Suessical the Musical, June 6<sup>th</sup> Junior Concert, June 7<sup>th</sup> Senior Concert, June 8<sup>th</sup> Grill and Chill, June 16<sup>th</sup> Grad Dance, June 21<sup>st</sup> Convocation, June 22<sup>nd</sup> grad outing to Calypso

### **4.3: Teacher Representative**

Mme. Marie-Eve says that robotics competition was awesome, Evergreen students were the best behaved; Kindergarten open house went well; grade 3 log cabin field trip was very impressive, grade 4 going to Upper Canada Village on June 8<sup>th</sup>

### **4.4: Governing Board**

At the last meeting, budget was approved; school supply lists were approved; at the next meeting, school fees will be approved

### **4.5: Coordinators**

#### **4.5.1: Grad**

Mme. Marie Eve reports that on May 27<sup>th</sup> is the Grad Car Wash, they are short volunteers and may have to cancel the event if no one steps up; grad dance is themed Hawaiian Luau; the yearbook was simple and efficient, \$12 at Bureau en Gros; \$850 was raised at the last hot dog lunch

#### **4.5.2: Fundraising**

Michelle and Jen B ran the campaign, \$2700 profit within the first week; 18 prizes were given to families who returned their money sales; option to sell chocolate bars at the car wash; option to donate instead of sell bars is a great option

## **5.0 Business Arising (follow up from previous month)**

### **5.1: Senior Playground update**

Rom advises that the contractor has placed the order but installation will not be until July being that this is high season; maintenance contract with safety inspection annually was approved via e-vote

### **5.2: Soccer Field Seeding update**

Rom advises that the soccer field work from last year has not been successful, we need an irrigation system; field rotation and a lawn maintenance package would be most beneficial in order to complete the job properly; we need to protect the investment instead of always dumping money into repairs; St.Lazare will help with all costs and upkeep since Evergreen is considered a municipal park; waiting on a quote to be confirmed at the June meeting

## **6.0 New Business**

### **6.1: Evergreen AGM and voting in new executive**

Chair: Jennifer Buraglia accepts nomination

Vice-Chair: Jennifer Gilligan accepts nomination

Treasurer: Georgia Kollias accepts nomination

Secretary: Melissa Bindon and Chris Dorion-Seguine are nominated, goes to a vote, Melissa wins and accepts the nomination

Membership: Susan Nowak accepts nomination

Communications / Publicity / Editor: three roles to be shared by Pam Gareau and Christina Ambert

### **6.2: QFHSA AGM and dinner**

It was a great turnout, we were labeled as a little soccer team since there was so many attendees

### **6.3: Grill and Chill**

Scheduled for June 8<sup>th</sup>, there is no rain date; all vendors have been booked; Jen B proposes adding \$3 burgers and \$3 sausages to the menu, will do an e-vote once more info/cost analysis can be provided; Monique motions \$2500, Pam 2nds

**E-Vote May 26<sup>th</sup>: Jen B puts forth motion to increase burger prices from \$2 to \$3 due to upgrading quality to premium sirloin burger, plus adding sausages for \$3, AU.**

### **6.4: Pizza Contracts**

Current supplier s Georges le Roi, Monique motions asking Susan her preference for supplier, AU

### **6.5: Movie Night**

Raised \$474.79; first movie night in three years and was a great success; option to buy a popcorn machine is well worth the investment; idea to host multiple movie nights (junior night and a senior night)

### **6.6: Home & School Facebook Survey**

Lots of surveys were completed, not much feedback or suggestions was discouraging but survey answers gave a good snapshot; 60 surveys completed is 22%

### **6.7: Fall Fair (dates and proposed budget)**

November 4<sup>th</sup> and a budget of \$2000 proposed; Monique puts forth the motion, Melinda 2nds, AU; proposed date is back to back with 25<sup>th</sup> wine and cheese, Monique to discuss and possibly re-evaluate with Jen B

### **6.8: Daycare Appreciation**

Monique presented daycare staff with a \$100 gift card to Mon Village

### **6.9: Minute to Win It**

\*tabled to next meeting Ms Grant needed to get more staff feedback\*

## 7.0 Varia / Questions

N/A

## 8.0 Next Meeting / Adjournment

Motion to adjourn at 9:09, AU, next meeting June 13<sup>th</sup>

E-Vote June 12<sup>th</sup> to change meeting date to June 19<sup>th</sup>

\*AU = Approved Unanimously



# Evergreen Home & School Association Monthly Meeting

**Date:** Monday, June 19<sup>th</sup>, 2017

**Location:** Evergreen Elementary School - St. Lazare

**Present:** Margaret Grant, Monique Szabo, Jennifer Gilligan, Romanie Vernham, Kirstin Bennett, Pam Gareau, Melinda Paradis, Melissa Bindon, Christina Ambert, Susan Nowak, Tracy Gottardo

## Minutes

### 1.0: Opening of Meeting and Introductions

Meeting was opened officially at 7:08 pm by Monique.

### 2.0: Agenda - Additions (to this agenda) and adoption of agenda

Kirstin motions to adopt the agenda, Christina 2nds, (AU).

\*Addition to Agenda, 6.6 - Pam motions, (AU).

### 3.0: Approval of Minutes

Minutes approved by Melinda, Melissa 2nds.

## **4.0: Reports**

### **4.1: Treasurer**

Romanie presents proposed budget; Promised funds allocated to GymShirts, \$3400; Promised funds allocated to Avalanche Sale, \$3350 (this includes \$600 marketing budget); 25<sup>th</sup> Anniversary budget to be reviewed at beginning of school year based on request from Anniversary Committee, Pam proposes a budget of \$2000, Susan 2nds, (AU). \*\*budget was not approved at meeting due to more details being requested and a more detailed breakdown of promised funds\*\*

Addendum: September 8<sup>th</sup>, 2017 Monique sends a revised promised funds report; Suzy abstains from vote due to current health situation; Approvals by Pam, Jen G, Melinda, Romanie and Kirstin;

### **4.2: Principal**

Grad car wash raised over \$800; Suessical was a great success, lots of support; hoping to be a musical every other year; over 100 participants at the LBPSB Track Field Day (June 1<sup>st</sup>, 2017); Grad Dance was a great success, thank you to Romanie who coordinated the event; John Riley will be joining Evergreen as our FSSTT Tech (Family School and Support Treatment Team), he'll be at the school 30 hours/week, socio-behavioral development within the school (bullying, anxiety, etc.); there will be a 5/6 split with a lower student to teacher ratio, focus is on core subjects (English, French, Math), like a high school prep class for students on IEP's, class is strictly for those with academic struggles, not behavior; June 20<sup>th</sup> Minute to Win it; June 21<sup>st</sup>, Convocation; June 22<sup>nd</sup> Grad Outing; June 23<sup>rd</sup> last day of school and Grad Breakfast; enrolment for 2017-2018 is at 336 students.

### **4.3: Teacher Representative**

All exams are done and teachers are excited for end of year.

### **4.4: Governing Board**

School fees were approved; new English workbook has been added to Grades 2, 4 6 (based on phonetic learning).

### **4.5: Coordinators**

#### **4.5.1: Grad**

Reported in Principal Report.

#### **4.5.2: Fundraising**

Update to be provided once final numbers are in.

Addendum: August 9<sup>th</sup>, 2017 final numbers have been reported;

Income: \$17,220.75

Expenses: \$11,286.20

NET Income: \$5,934.55

\*each class will get approx. \$300 toward UDL upgrades.

## **5.0 Business Arising (follow up from previous month)**

### **5.1: Senior Playground update**

Rom advises the installation will be done over the summer; delivery date not yet determined.

### **5.2: Soccer Field Seeding update**

N/A.

## **6.0 New Business**

### **6.1: 25<sup>th</sup> Anniversary**

Lots of activities/events for the upcoming school year; the 25<sup>th</sup> of every month will be a themed activity; new signage to be purchased.

### **6.2: Gym Shirts and Spirit Wear**

Ordering new gym shirts for the start of the school year; order will be for 600 shirts initially; Gisela to take over as coordinator and Kirstin will help/assist with the transition.

### **6.3: Grill and Chill**

Another great success; a few issues with ticket sales/pre-sales; Numbers reported were \$1200 cash and \$854 in e-comm fess;

Addendum: in final Treasurer Report dated August 21<sup>st</sup>, 2017, Grill and Chill:

Income: \$ 1500.00

Expenses: \$ 2500.00

NET Income: \$ -1000.00

**\*\*Grill and Chill is not a fundraiser, it is an event put on by the school as an end of year event.**

### **6.4: Avalanche**

Pam requests an increase to the marketing budget, increase to \$600, this has been included in the Avalanche total budget; to be held at the St.Lazare Sportsplex September 15<sup>th</sup> - 17<sup>th</sup>; Jen B to provide an update after meeting with the facility; there will be a big push of advertising and marketing this year.

Addendum: Jen B advised July 8<sup>th</sup>, 2017 that she has met with Julie at the Sprotspex; dates confirmed; cost to rent the facility is \$1600 + tax = \$1856.

### **6.5: Minute to Win It!**

Grade 6 students to volunteer and help run the activities; Suzy gives an update on the events planned for the day - everything is planned and ready to go.

### **6.6: Evergreen Outreach Program**

Pam presents idea of implementing an outreach program; something to teach/show the kids how less privileged schools function; restrict the label of needy vs privileged; use this a learning experience; send any ideas to Pam; Jen G mentions to discuss with Suzy as she also has similar ideas for the coming school year.

## **7.0 Varia / Questions**

N/A

## **8.0 Next Meeting / Adjournment**

Kirstin motions to adjourn; Tracy 2nds, (AU), meeting adjourned at 8:57.

End of Year Social to be at Monique's house, 6:30, June 23<sup>rd</sup>.

\*AU = Approved Unanimously