



Evergreen Home and School Association Meeting Agenda for Monday, October 18th, 2021 (zoom)

1. Call to order 6:30 PM - Welcome
2. Introduction of the Executive Committee for 2021-2022 year & welcome
President - Susan Nowak (Suzy Q), Vice-President - Jennifer Gilligan, Treasurer - Christian Doiron-Séguin, Secretary - Bobbi Hamilton
3. Verification of Quorum
4. 4 Minutes - to read written minutes from last H&S meeting
5. Agenda - Additions / MOTION to adopt the Agenda
6. Approval of Minutes from June 7th, 2021 (zoom)/ Corrections (if necessary/ MOTION to approve
7. Standing Reports
 - 7.1 Principal Report
 - 7.2 Teacher Representative Report
 - 7.3 Grad Representative Report
 - 7.4 Governing Board Report
 - 7.5 Treasurer Report - MOTION to discuss / Approve proposed budget
8. Fundraisers (upcoming and ongoing):
 - 8.1 Pizza, Subway, TCBY
 - 8.2 Mabels' Labels
 - 8.3 Aliments M&M
 - 8.4 Lualoha
 - 8.5 Swag Wear (not We Are Evergreen)
 - 8.6 Leaf Bags
 - 8.7 MOTION to discuss / Approve MLM fundraisers & scrunchies fundraisers
 - 8.8 MOTION to discuss / Approve "Big Box of Cards" fundraiser
9. New Business
 - 9.1 2021-2022 Executives
 - 9.2 Grad Wear on H&S website
 - 9.3 Looking for new coordinators
10. Verbal Reports
 - 10.1 Website
 - 10.2 Memberships
 - 10.3 Terry Fox
11. Question Period: Questions/Comments regarding any items on the agenda.
 - 11.1 Closing
 - 11.2 Next Meeting TBA (future H&S meetings to be presented & approved at next H&S meeting after GB dates have been approved)
 - 11.3 Adjournment

Evergreen Home and School Association Meeting Minutes

Date: Monday October 18th, 2021

Location: Zoom Online Meeting

Present: Susan Nowak (Suzy Q), Jennifer Gilligan, Bobbi Hamilton, , Adam Lambert, Marie-Eve Frenette, Christian Doiron, Corrie Pacitto, Leslie Kern, Alicia Diestler, Vicky Kloeckner

Minuted by: Bobbi Hamilton

1. Call to order 6:30 PM - Welcome

Meeting called to order at 6:32 Pm by Suzy

2. Introduction of the Executive Committee for 2021-2022 year & welcome

President - Susan Nowak (Suzy Q), Vice-President - Jennifer Gilligan, Treasurer - Christian Doiron-Séguin, Secretary - Bobbi Hamilton.

Suzy welcomes new members and thanks all for joining.

3. Verification of Quorum (7 paid H&S members)

Verified

4. 4 Minutes - to read written minutes from last H&S meeting

5. Agenda - Additions / MOTION to adoption of the Agenda –

Suzy asks add item 8.9 MOTION to discuss / approve “trial bambino pizza” in December.

MOTION (Corrie, Chris) to adopt agenda

All in favour, motion approved.

6. Approval of Minutes from June 7th, 2021 (zoom)/ Corrections

MOTION (Jennifer, Bobbi) to approve minutes from June 7th, 2021

All in favour, motion approved.

7. Standing Reports

7.1 Principal Report (Presented by Mr Lambert)

Good start to the new year, more similar to a normal year than last. Terry Fox run was a huge success, thank you to Terry Fox committee, H&S, and to Mr. L for shaving his head and beard.

Picture day went well, retake day is scheduled for October 29th, but may be moved due to Halloween celebrations.

Cross Country run to be held this Wednesday, October 20th.

Interim report cards to go home on October 28th and will be a paper copy.

Thank you to H&S for staff surprises in mailbox.

Suzy asks if there is any news regarding allowing vaccinated volunteers in the school. At this point Evergreen has decided to keep the policy of no volunteers in the school for the time being. Outdoor fun events following public health guidelines and weather permitting will be allowed.

7.2 Teacher Representative Report (Presented by Marie-Eve Frenette)

A good start to the year, though still a bit challenging with the masks. Terry Fox went very well, everyone had a lot of fun.

7.3 Grad Representative Report (Presented by Suzy)

Grad shirts have been sized and ordering period will be in the next 5 days (October 19-23).

7.4 Governing Board Report (Presented by Corrie)

As of now there is no elected GB chair, it will happen at the next meeting (October 28). Corrie will be acting as Parent Committee Rep.

7.5 Treasurer Report - MOTION to discuss / Approve proposed budget (Presented by Chris)

MOTION (Corrie, Leslie) to discuss proposed budget.

All in favour, motion approved

Chris reviews proposed budget (distributed in meeting package).

The budget is not necessarily set in stone, and modifications can be made as needed.

Certain items have been modified or put at 0 due to covid limitations.

Outdoor enhancement and improvements to be revised in March 2022 if budget allows.

The projected budget, as is, would be \$-895

Vicky asks if it would be possible for parents to contribute ideas for fundraising initiatives. There are several areas in the yard (soccer nets, playground structure, bridge) which require repair or could be a safety concern. Normally school administration takes care of playground maintenance and repair, but requests can be made to H&S. Mr. Lambert has contacted the school board and reported the damage of the structures and is hoping to have it repaired as soon as possible.

MOTION (Alicia, Jennifer) to approve proposed budget

All in favour, motion approved

8. Fundraisers (upcoming and ongoing):

8.1 Pizza, Subway, TCBY

Due to classroom closures and complaints last year with classroom closures, pizza and subway were put on hold (until possibly January 2022). TCBY was approved for two times a month during the absence of pizza and subway days. There have been two TCBY days so far, Ms. Lucy and the lunch team have managed distribution. Thank you to them.

8.2 Mabels' Labels

Ongoing fundraiser. If someone orders from them and clicks on "Evergreen" as a school to support we receive a small kickback. We just received a cheque in the amount of \$78.20.

8.3 Aliments M&M

"Blitz" weekends – when the purchaser mentions "Evergreen" at counter, they receive \$10 off a dessert of their choice after \$50 in purchases. \$460 was received last year.

Try to organize blitz weekends around holidays such as Halloween, Christmas, etc...

Chris to take over contact and organization with M&M.

8.4 Lualoha

Turkish Towels fundraiser, was put on hold last year because of Covid. Parent is no longer at Evergreen MOTION (Jen, Bobbi) to remove Lualoha from ongoing fundraiser.

All in favour, motion approved.

8.5 Swag Wear (not We Are Evergreen)

Previous phys-ed shirts. All orders to date have been fulfilled, we have sold upward of \$600 this year.

Winter swagwear (sweatshirts) to be discussed at 8.8.

8.6 Leaf Bags

Remaining stock of leaf bags all paid for, moving forward we could see about \$700 in profit if we sell all of them.

8.7 MOTION to discuss / Approve MLM fundraisers & scrunchies fundraisers

MOTION (Corrie, Vicky) to discuss MLM & scrunchie fundraisers

Do we allow sale/advertisement of MLM products through a link on our H&S page and receive a percentage of sales made? It is a grey area and linking Evergreen's name to certain products may not be the message we want to send.

Unanimous vote to not allow sale/advertisement of MLM type or personal businesses through H&S website.

8.8 MOTION to discuss / Approve "Big Box of Cards" fundraiser

MOTION (Corrie, Vicky) to discuss/approve "Big box of Cards" and Winter swagwear fundraiser

H&S had decided not to do a fall swagwear fundraiser due to the fact that a swagwear fundraiser (for the breakfast club) had been done in October.

Parents feedback has indicated that parents would like winter-type clothing swagwear clothing such as hoodies and sweatpants.

Campaign to run first two weeks of November pending approval by GB.

All in favour, motion approved

8.9 MOTION to discuss / Approve "trial bambino pizza" in December.

MOTION (Bobbi/Corrie) to discuss/approve "trial bambino pizza" in December.

Before offering pizza on a regular basis in January, we would like to do a one-day trial in December (8th). We will be using individual bambino-sized pizzas. This trial run will help us to sort out any kinks.

Conditional on agreement from Ms. Lucy and approval at GB.

All in favour (Vicky not present, did not vote), Motion approved

9. New Business

9.1 2021-2022 Executives

At AGM last June there was no person nominated to fill the role of treasurer. Chris has accepted the treasurer position for this year. An email was sent (September 9th, 2021) to all of last years H&S members, 15 votes came in and all were in favor of the nominations. As there were no opposing nominations all positions were won by acclamation.

9.2 Grad Wear on H&S website

Grad teacher asked if H&S could sell the grad wear on our website for 1 week period. There is a transaction fee that is incurred per online order. An e-vote was sent to all members who attended a H&S meeting last year. It was sent to 12 members: 6 voted that grads should absorb the fee, 2 voted H&S should absorb the fee, 2 were undecided and 2 did not reply. Ordering will be done online via the H&S website, but transaction fees will be deducted from payment to Evergreen school to pay for grad wear.

9.3 Looking for new coordinators - for website, pizza , Subway, TCBY & Mabels' Labels

Corrie has offered to coordinate pizza. Has contacted Dominoes who sells the pre-packed bambino sized pizza. Chris and Corrie to discuss possibility of different supplier.

TCBY is about 3 hours of work every ordering period, including some printing and submitting of order. Can be done from home.

10. Verbal Reports

10.1 Website

Website fee and domain name fee is due October 2022, so next year executives will have to decide whether to keep the platform open. There are transaction fees incurred on our website, but it simplifies ordering process and time.

10.2 Memberships

84 members paid full membership - no affiliate - payment sent to QFHSA.

10.3 Terry Fox - T-shirts

Ordered through H&S website. 58 youth sizes were ordered & 40 adult sizes were ordered. H&S absorbed transaction fees (70 orders + 2.9% = \$84.59). This should be re-evaluated next year.

11. Question Period: Questions/Comments regarding any items on the agenda.

11.1 Closing

11.2 Next Meeting TBA

Future H&S meetings to be presented & approved at next H&S meeting after GB dates have been approved.

11.3 Adjournment

MOTION (Jennifer, Vicky) to adjourn

All in favour, motion passed

Meeting adjourned at 7:49 Pm by Suzy



Evergreen Home and School Association Meeting Agenda for Monday, November 15, 2021 (zoom)

1. Call to order 6:30 PM - Welcome
2. Verification of Quorum (7 paid H&S members)
3. 4 Minutes - to read written minutes from last H&S meeting
4. Approval of Minutes from October 18th, 2021 (zoom)/ Corrections (if necessary/ MOTION to approve
5. Agenda - Additions / MOTION to adopt the Agenda
6. Standing Reports
 - 7.1 Principal Report
 - 7.2 Teacher Representative Report
 - 7.3 Grad Representative Report
 - 7.4 Governing Board Report
 - 7.5 Treasurer Report
7. Fundraisers (upcoming and ongoing):
 - 7.1 Pizza, Subway, TCBY
 - 7.2 Aliments M&M
 - 7.3 Fall/Winter Swag Wear (#WeAreEvergreen)
 - 7.4 Leaf Bags & Blue Swag Wear
8. New Business
 - 8.1 Holiday Breakfast
 - 8.2 Staff Appreciation Week Feb 1-7
 - 8.3 Secondhand Book Fair - March 17 Parent/teacher interview
 - 8.4 Super Recycleurs Date April 29/30 2022
9. Verbal Reports
 - 9.1 Website
 - 9.2 Mabel's Labels
 - 9.3 Grad Wear update
 - 9.4 Looking for new coordinators
10. Question Period: Questions/Comments regarding any items on the agenda.
 - 10.1 Closing
 - 10.2 Next Meeting January 17, 2022 (MOTION to approve remainder of H&S meetings:
Feb 15 (Tues), Mar 14, Apr 11, May 16 AGM, June 16)
 - 10.3 Adjournment

Evergreen Home and School Association Meeting Minutes

Date: Monday November 15th, 2021

Location: Zoom Online Meeting

Present: Susan Nowak (Suzy Q), Jennifer Gilligan, Bobbi Hamilton, , Adam Lambert, Marie-Eve Frenette, Christian Doiron, Corrie Pacitto, Alicia Diestler

Minuted by: Bobbi Hamilton

1. Call to order 6:30 PM - Welcome

Meeting called to order at 6:31 Pm by Suzy

2. Verification of Quorum (7 paid H&S members)

Quorum not reached (only 6 paid members). Meeting will proceed, but no votes can be passed.

3. 4 Minutes - to read written minutes from last H&S meeting

4. Approval of Minutes from October 18th, 2021 (zoom)/ Corrections

Two corrections to be made: (8.1, 3rd line should be TCBY not Subway. 8.4 1st line should be "Parent is no longer at Evergreen"). Corrections to be made by Bobbi.

MOTION (Alicia, Corrie) to approve minutes from October 18th, 2021

All in favour, motion approved.

5. Agenda - Additions / MOTION to adoption of the Agenda –

Adjust standing reports from point 7 to point 6

MOTION (Corrie, Jennifer) to adopt agenda

All in favour, motion approved.

6. Standing Reports

6.1 Principal Report (Presented by Mr. Lambert)

The cross country run organized by Mr. L was very successful, thank you to him.

Halloween celebrations at school were fun.

Remembrance Day was marked by a you tube video created by Mr. Mark Smith and shared with students.

6.2 Teacher Representative Report (Presented by Marie-Eve Frenette)

Parent-teacher interviews will take place next week.

Swag wear (organized by Ms. Lindsay for breakfast club) arrived and was distributed.

Halloween went well, teachers all participated in group costumes.

6.3 Grad Representative Report (Presented by Suzy)

Grad shirts and hoodies have been ordered and will be picked up this week.

6.4 Governing Board Report

Nothing to report

6.5 Treasurer Report - (Presented by Chris)

Report to be updated and mailed out this week

7. Fundraisers (upcoming and ongoing):

7.1 Pizza, Subway, TCBY

TCBY going very well thanks to help from Ms. Lucy and lunch monitors.

Corrie will be pizza coordinator for this year. Thank you!

Trial pizza day December 8th. We will be providing individual bambino-sized pizza (cheese only).

Still need to decide on supplier. Dominos is offering \$5.00 + tax per pizza (may be able to get lower price). Pre-made frozen pizzas.

Pizza Roma is offering \$5.50 + tax per pizza (based on guaranteed numbers of 199 pizzas or more). Roma uses fresh ingredients.

Decision to be made once Dominos provides their final price.

If all goes well with December trial run then Pizza and Subway will be offered every second week and TCBY once a month, starting in January 2022.

7.2 Aliments M&M

We are currently the only school doing the fundraiser at this location.

There are no minimum or maximum dates that we can run the "blitz weekends".

Proposed dates: 2021: November 26th-28th, December 10-12th, December 17th-19th. 2022: January 14th-16th, February 11th-13th, March 11th-13th, April 14th-16th.

When ordering off website you are provided a code to enter to link the order to Evergreen. In store they must say "Evergreen" at the cash. Website orders are preferred.

Announcement to be made (Via ERMS) of all weekend blitz dates and then reminders to be sent prior to each event.

7.3 Fall/Winter Swag Wear (#WeAreEvergreen)

Eleven orders to date. Half were “bundles”, so lumping items together has been useful. Great suggestion, Jen!

Will send additional reminders with pizza.

7.4 Leaf bags & Blue Swag Wear

Up to date

8. New Business

8.1 Holiday Breakfast

Traditionally volunteers come into school and serve pancake and sausage breakfast to students and staff.

Mr. Lambert to check parameters regarding volunteers in the school and get back to us.

8.2 Staff Appreciation week Feb 1-7

Mr. Lambert to check parameters and get back to us.

8.3 Secondhand Book Fair – March 17 Parent/Teacher interview

Idea regarding either a book exchange or used book sale as a fundraiser.

Very low cost, but could generate revenue.

Has been done in the past, a lot of organization, would require a team of volunteers to figure out logistics.

To be discussed further at upcoming meetings.

Mr. Lambert to check with teachers regarding parents being able to order from Scholastic (is it possible to create a code general to the school rather than just per class?).

8.4 Super Recycleurs Date April 29/30 2022

Very successful fundraiser last year. Will begin to advertise for it shortly.

9. Verbal Reports

9.1 Website

Nothing to report

9.2 Mabels Label's

To be included in ERMS or H&S updates

9.3 Grad Wear Update

Grad Wear ordering option is down from website. H&S to generate cheque for Evergreen to pay supplier.

9.4 Looking for new coordinators

Email to go out in December detailing tasks and time commitments for coordinators for Subway and TCBY to facilitate the transition for next year.

10. Question Period: Questions/Comments regarding any items on the agenda.

Chris – Regarding book drive; would it be just kids books or any books? Needs to be appropriate to be placed in elementary school.

10.1 Closing

10.2 Next Meeting January 17, 2022 (MOTION to approve remainder of H&S meetings: Feb 15 (Tues), Mar 14, April 11, May 16 AGM, June 16)

Should be June 6, not 16th

MOTION (Jennifer, Chris) to approve remainder of H&S meetings.

All in Favour, motion approved.

11.3 Adjournment

Meeting adjourned at 7:15 Pm by Suzy



Evergreen Home and School Association Meeting Agenda for Tuesday, February 15, 2022 (zoom)

1. Call to order 6:30 PM - Welcome
2. Verification of Quorum (7 paid H&S members)
3. 4 Minutes - to read written minutes from last H&S meeting
4. Approval of Minutes from November 15th, 2021 (zoom)/ Corrections (if necessary/ MOTION to approve
5. Agenda - Additions / MOTION to adopt the Agenda
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7. Fundraisers (upcoming and ongoing):
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 - 7.2 Aliments M&M
 - 7.3 Fall/Winter Swag Wear (#WeAreEvergreen)
 - 7.4 Leaf Bags & Blue Swag Wear
8. New Business
 - 8.1 Staff Appreciation Week - revised date Feb 15, Feb 16 & Feb 17
 - 8.2 Daycare & Bus Driver Appreciation
 - 8.3 Revised Staff Wish List - MOTION to discuss / Approve
 - 8.4 Classroom Smart TV - MOTION to discuss / Approve
 - 8.5 Secondhand Book Fair - March 17 Parent/teacher interview
 - 8.6 Hot chocolate for outdoor Winter Day Feb 17
 - 8.7 Super Recycleurs Date April 29/30 2022
9. Verbal Reports
 - 9.1 Website
 - 9.2 Mabel's Labels
 - 9.3 New coordinators status
10. Question Period: Questions/Comments regarding any items on the agenda.
 - 10.1 Closing
 - 10.2 Next Meeting March 14, 2022
 - 10.3 Adjournment

Evergreen Home and School Association Meeting Minutes

Date: Tuesday February 15th, 2022

Location: Zoom Online Meeting

Present: Susan Nowak (Suzy Q), Jennifer Gilligan, Bobbi Hamilton, , Adam Lambert, Marie-Eve Frenette, Christian Doiron, Alicia Diestler

Minuted by: Bobbi Hamilton

1. Call to order 6:30 PM - Welcome

Meeting called to order at 6:36 Pm by Suzy

2. Verification of Quorum (7 paid H&S members)

Quorum not reached (only 5 paid members). Meeting will proceed, but no votes can be passed.

3. 4 Minutes - to read written minutes from last H&S meeting

4. Approval of Minutes from November 15th, 2021 (zoom)/ Corrections

Two corrections to be made: (in standing reports change 7.1 to read as 6.1. In item 7.1 Pizza price should read \$5.00 plus tax). Corrections to be made by Bobbi.

MOTION (Alicia, Bobbi) to approve minutes from November 15th, 2021

All in favour, motion approved.

5. Agenda - Additions / MOTION to adoption of the Agenda –

MOTION (Jennifer, Alicia) to adopt agenda

All in favour, motion approved.

6. Standing Reports

6.1 Principal Report (Presented by Mr. Lambert)

Thank you to H&S for contributions toward staff appreciation week, the treats have been enjoyed and everyone is looking forward to the lunch to be provided on Thursday (February 17th).

Winter carnival theme week to take place next week. Jungle sports will also take place next week.

On Thursday of this week (February 17) there is a fun outdoor day planned for the students, however it may be postponed if the weather does not cooperate. Thank you to H&S for providing the hot chocolate for this event.

Parents are reminded to re-register their children for the next school year in order to assist for preparations including staffing.

Term 1 reports cards were pushed from January 20th to February 4th. As a result, interim reports cards which are scheduled for March 16th may be pushed as well, to be discussed at staff council meeting.

6.2 Teacher Representative Report (Presented by Marie-Eve Frenette)

Thank you for the little surprise treats that the staff has been receiving, they are appreciated.

Thank you to the parents for your patience and support during online learning which took place January 5th-14th. Things have been challenging with increased covid-related absences and we appreciate the parents support in helping their children to keep up to date.

Everyone is looking forward to a well-deserved March break.

6.3 Grad Representative Report (Presented by Suzy)

Nothing to report

6.4 Governing Board Report

Nothing to report

6.5 Treasurer Report

Treasurer not present at this time to present financial report.

Finances to be discussed in item 8.4 regarding purchasing of classroom Smart TV's.

Suzy is always happy to share financial reports with anyone who requests.

7. Fundraisers (upcoming and ongoing):

7.1 Pizza, Subway, TCBY

Corrie was able to get pizza price down to \$2.50 + tax, like other schools, thank you Corrie! December trial run was successful. 185 pizzas were purchased. Mainly positive feedback, though there were a few who found the pizza small.

The ordering period for January- March pizza dates was from December 10th-20th. The government-mandated online learning in January (5th - 14th) affected the January 5th pizza date. Considering the uncertainty with covid and the additional pressure faced by the staff, the executives made the decision to move the January pizza and TCBY dates to April:

Pizza: January 5th rescheduled to April 6th. January 19th rescheduled to April 20th

TCBY: January 14th rescheduled to April 1st. January 28th rescheduled to April 14th.

Parents were advised of the changes via email, and there was only 1 family (2 students) who did not have a lunch, but the parent was contacted and brought lunch to the school for them.

Alicia feels that the changes went smoothly and that most people are used to being flexible with the pandemic.

There was confusion with February 2nd pizza day, but Suzy believes it has to do with the switch-classes (students not being in their home rooms) and will clarify with Lucy prior to the next pizza day. Thank you to Ms. Lucy and lunch monitors for their efforts.

February 11th TCBY went well.

7.2 Aliments M&M

We have had 3 blitz weekends this year (November 26th-28th, December 10th-12th, and December 17th-19th). There was supposed to be 2 more (January 14th-16th and February 11th-13th) but they were not advertised.

Suzy feels based on low participation this year that this fundraiser should be set aside, as too many requests for money from parents can cause annoyance. Jennifer, Bobbi and Alicia agree that if the fundraiser is not generating significant participation and revenue, then it is not worth continuing. Therefore H&S will remove from future agendas and not promote M&M for the remainder of this school year.

*Chris Doiron joined meeting at 6:52 pm.

7.3 Fall/Winter Swag Wear (#WeAreEvergreen)

Offering multiple sizes and bundles proved to be successful. Thank you to Jen for the idea.

Sale stats:

Bundle #1 12 orders placed 6 used H&S discount, 6 full price

Bundle #2 12 orders placed 10 used H&S discount, 2 full price

Bundle #3 7 orders placed 4 used H& S discount, 3 full price

Hoodie 18 orders placed, 5 used H&S discount, 13 full price

Long sleeve 7 orders placed, 4 used H&S discount, 3 full price

Sweatpants 2 orders placed, 2 used H&S discount, 0 full price

Out of 58 orders, 6 were staff members.

Thank you for your support. All items were distributed... no orders were misplaced.

Suzy's calculations show that the use of the H&S discount resulted in \$214 less in revenue for H&S. Total profit for the fundraiser was \$479.99 (To be confirmed in financial report).

Mr. Lambert and Mme. Marie-Eve agree that there is a lot of spirit wear in the school and not just on "spirit wear days".

7.4 Leaf bags & Blue Swag Wear

Blue swag wear t-shirts have been placed in the H&S cabinet at the school but is still available for purchase.

There are still approximately 100 leaf bags left to be sold and there should be a push for it in the spring. Alicia suggests doing a campaign that coincides with earth day. There have been other schools that have sold saplings or seeds (based on donations) and have been successful. Alicia will gather information regarding supply and costs and will present at next meeting.

8. New Business

8.1 Staff Appreciation Week- Revised date Feb 15, Feb 16 & Feb 17

Suzy set up garland and banner to greet staff on Tuesday (Feb 15). They are receiving small daily treats and will have a catered lunch from Delice and Café on Thursday (Feb 17). Information regarding costs and donations will be shared at next meeting. Parents will receive email detailing what was provided to the staff for the week.

8.2 Daycare & Bus Driver appreciation

MOTION (Chris, Alicia) to discuss daycare and bus driver appreciation.

There are 13 busses and there is enough leftover from staff appreciation to provide them with a “treat” at no extra cost.

We have already approved \$50 in the budget for daycare appreciation. A gift card to a restaurant will be purchased (Lucy to advise which one).

8.3 Revised Staff Wish List – Motion to discuss

MOTION (Jennifer, Alicia) to discuss revised staff wish list

In years prior to covid each homeroom teacher would receive \$100 and each aide would receive \$50 to use toward non-consumable classroom items. Because the total amount would be around \$3000-\$4000 the items needed to be pre-approved by H&S. Due to the fact that our fundraising opportunities were more limited during covid, last year each classroom received a \$50 gift card to either Amazon, Walmart or Dollarama.

Should we do the same this year or should we look at increasing the amount? Bobbi feels that given the fact that \$50 only equals about \$2.00 per student and that most of the teachers probably spend a lot of their own money on classroom supplies, increasing the amount would probably be very appreciated. Jen agrees and also believes that prices of items have gone up which also affects what they can purchase.

Alicia – will the gift card be just for teachers or will aides receive one as well? Suzy says that teachers and aides will decide together how to use the funds. Chris asks if we could offer just one card (amazon) to simplify things? Suzy says she doesn't mind offering options and that many teachers chose differently last year.

NOTE: Due to the fact that we did achieve quorum at the meeting, an e-vote was sent out on February 16th to all individuals who had attended an H&S meeting during the 2021-2022 school year. The vote was to increase the value of the revamped staff wish list to a \$100 gift card for each homeroom teacher and speciality staff, for a total of \$2600. The email was sent to 8 H&S members: 7 voted in favor, 1 did not reply.

8.4 Classroom Smart TV – Motion to discuss/Approve

MOTION (Jennifer, Chris) to discuss/approve purchase of 2 classroom Smart TV's

The cost of a classroom Smart TV is \$3283 (Taxes included and installed).

In 2020-2021 school year H&S fundraised:

Super Recycleurs: \$1064.70

Classroom Raffle baskets: \$1452.84

In 2021-2022 school year H&S has fundraised:

#WeAreEvergreen swag wear: \$479.99

Total amount: 2997.53

There is also a large balance in our bank account and monies raised from TCBY and pizza days.

Evergreen administration would place order for the TV's and would be responsible for choosing which classrooms they go to. H&S would refund the amount of the invoice for the TV's to the school.

Chris – are these specialty TV's that must be bought through the board or are we able to shop around? Mr. Lambert explains that these are special Smart TV's which are meant to replace current smartboards and must be bought through the board. Each class room currently has either a smart board or Smart TV, though the smart boards are quickly starting to break. Replacement of the smart boards with Smart TV's is not part of the school budget, but does take from the school budget, so any additional Smart TV's donated by H&S is very helpful. Currently only one classroom has a Smart TV (bought several years ago) and one has been ordered this school year.

Bobbi – do the Smart TV have additional features than the smart boards that add to the educational experience? Mme. Marie-Eve says that they are more clear and precise and offer more current technological features. There are also trainings which staff can attend to ensure they are getting the most out of the devices.

Chris - it may be worth considering using money in the bank account to replace more of the smart boards with Smart TV's. Suzy says it's important to maintain minimum amount to avoid fees.

Mr. Lambert to have technician do inventory on current smart boards in the school in order to gain a better understanding of exactly how many need to be replaced.

8.5. Secondhand Book Fair – March 17 Parent/Teacher interview

Parent/teacher interviews will be done virtually online, therefore there will be no bookfair this year.

8.6. Hot Chocolate for outdoor Winter Day Feb 17

Mr. L contacted Suzy asking for H&S to supply hot chocolate for outdoor winter day. Execs voted to spend \$100, which was already approved in budget.

8.7 Super Recycleurs Date April 29/30 2022

Reminders will start being sent to families

9. Verbal Reports

9.1 Website

Nothing to report

9.2 Mabels Label's

Nothing to report

9.3 New Coordinators Status

2 people have volunteered and need to be contacted and trained

10. Question Period: Questions/Comments regarding any items on the agenda.

10.1 Closing

10.2 Next Meeting March 14, 2022

11.3 Adjournment

Meeting adjourned at 7:29 pm by Suzy



Evergreen Home and School Association Meeting Agenda for Monday, March 14, 2022 (zoom)

1. Call to order 6:30 PM - Welcome
2. Verification of Quorum (7 paid H&S members)
3. 4 Minutes - to read written minutes from last H&S meeting
4. Approval of Minutes from February 15th, 2022 (zoom)/ Corrections (if necessary/ MOTION to approve
5. Agenda - Additions / MOTION to adopt the Agenda
6. Standing Reports
 - 6.1 Principal Report
 - 6.2 Teacher Representative Report
 - 6.3 Grad Representative Report
 - 6.4 Governing Board Report
 - 6.5 Treasurer Report
7. Fundraisers (upcoming and ongoing):
 - 7.1 Pizza, TCBY
 - 7.2 Spring Fundraiser
 - 7.3 Leaf Bags
8. New Business
 - 8.1 Staff Appreciation Week - update
 - 8.2 Daycare & Bus Driver Appreciation - update
 - 8.3 Revised Staff Wish List - update
 - 8.4 Soccer netting on junior side - MOTION to discuss / Approve
 - 8.5 Classroom Smart TV - MOTION to discuss
 - 8.6 Octo Light Covers - MOTION to discuss
 - 8.7 Hot chocolate for outdoor Rescheduled to March 10th / March 11 rain date - update
 - 8.8 Super Recycleurs Date April 29/30 2022
9. Verbal Reports
 - 9.1 Website
 - 9.2 Future of H&S
 - 9.3 Deletion of H&S Facebook page
 - 9.4 Mabel's Labels
 - 9.5 New coordinators status
10. Question Period: Questions/Comments regarding any items on the agenda.
 - 10.1 Closing
 - 10.2 Next Meeting April 11, 2022 (May 16 Annual General Meeting - new execs are voted, June 6 ped day - reschedule to Tuesday June 7th?)
 - 10.3 Adjournment

Evergreen Home and School Association Meeting Minutes

Date: Monday March 14th, 2022
Location: Zoom Online Meeting
Present: Susan Nowak (Suzy Q), Jennifer Gilligan, Bobbi Hamilton, , Adam Lambert, Marie-Eve Frenette, Christian Doiron, Elizabeth Phillips, Mike Hearn, Amanda Fiore
Minuted by: Bobbi Hamilton

1. Call to order 6:30 PM - Welcome

Meeting called to order at 6:33 Pm by Suzy

2. Verification of Quorum (7 paid H&S members)

Quorum not reached (only 6 paid members). Meeting will proceed, but no votes can be passed.

3. 4 Minutes - to read written minutes from last H&S meeting

4. Approval of Minutes from February 15th, 2022 (zoom)/ Corrections

MOTION (Chis, Jennifer) to approve minutes from February 15th, 2022

All in favour, motion approved.

5. Agenda - Additions / MOTION to adoption of the Agenda –

MOTION (Bobbi, Mike) to adopt agenda

All in favour, motion approved.

6. Standing Reports

6.1 Principal Report (Presented by Mr. Lambert)

Ecole de la Vue – vision assessment for kindergarten.

Our School survey live now – Grade 4 to 6. To be completed by the end of March.

Vaccinations (hepatitis, HPV) for grades 4 & 5 are this week. Grade 6 students who missed due to covid will receive them in high school.

Interim report cards moved to April 12. Parent teacher interview (by request) are March 17 & 18.

*6:36 Amanda Fiore joined meeting (quorum still not achieved).

6.2 Teacher Representative Report (Presented by Marie-Eve Frenette)

Carnival day was a lot of fun – thank you to H&S for the hot chocolate and to the grade 6 students for organizing and running.

Thank you to H&S for teacher appreciation meal and treats.

6.3 Grad Representative Report (Presented by Suzy)

Grad committee and planning of activities to begin this week.

6.4 Governing Board Report

Nothing to report

6.5 Treasurer Report (Presented by Chris)

Budget updated but not in previous years' format.

This year to date H&S has generated \$22 000 in sales (not in profit).

Approximately \$27 000 in H&S account.

7. Fundraisers (upcoming and ongoing):

7.1 Pizza, Subway, TCBY

All is running smoothly.

TCBY has increased its price \$0.10 per order. For next ordering period Suzy suggests increasing TCBY price by \$0.25 to cover current increase and potential future increase.

Current cost is \$3.25 per order. Chris suggests rounding to even \$4.00. Bobbi finds this expensive for a cup of ice cream.

Price increase occurred after previous cheque was prepared, therefore next cheque will have to cover the increase from the last order.

7.2 Spring Fundraiser

Inverted umbrellas? Umbrella-shop.ca. ordering would be done for a 2 week period, parents would receive a discount code for 15% off. School receives 25% of profits. Ordering is done through their shop and then is shipped to us 2-3 days after ordering period has closed.

We are limited on other fundraisers we can do. This one does not require advance or minimum purchase.

If anyone comes up with other ideas before April 11th (next meeting date), otherwise it will go to GB on April 28.

7.3 Leaf Bags

About 100 bags left (packs of 5) and need to be removed from Suzy's basement.

Chris – maybe do a liquidation sale? Figure out costs before deciding on new price, include bundle options as well.

8. New Business

8.1 Staff Appreciation Week- update

Balloon arch and banner were installed on Monday. Daily treats were given Tuesday and Wednesday. Thursday was lunch from Delice & café. Notes for next year: make sure there is a vegetarian option and if a staff member does not reply with their choice of meal then do not order one for them (to avoid chasing them down and wasted lunches).

8.2 Daycare & Bus Driver appreciation - Update

Bus drivers received popcorn and gum with leftovers from staff appreciation week.

Ms. Lucy has said that she would prefer a plant instead of a restaurant gift card. Suzy will check Costco for plants.

8.3 Revised Staff Wish List – Motion to discuss

An E-vote was sent out after last meeting (to H&S members who have attended a meeting this year) and it was unanimously approved to raise the amount of the gift card for the staff wish list to \$100 each. Homeroom teachers and specialty staff were given a choice between Amazon, Walmart and Dollarama.

8.4 Soccer netting on junior side – MOTION to discuss / Approve

MOTION (Jennifer, Elizabeth) to discuss soccer netting on junior side

In fall 2020 H&S replaced 6 soccer nets. One year later and 2 of the nets got broken. The quote to replace those 2 nets is 248.35 including shipping and taxes.

To go to an e-vote.

8.5. Classroom Smart TV – MOTION to discuss

MOTION (Jen, Chris) to discuss classroom smart TV's.

Further to our last meeting, a tech did inventory of the current classroom Smartboards and confirmed that while they are working, they are due for an upgrade, and recommended that we begin replacing them slowly. There are 17 Smartboards in the school and Mr. Lambert thinks that replacing 2-4 of them to begin with would be good, as the technology will keep changing.

Mike – Does the schoolboard provide a budget for this? The school receives approximately \$13 000 as a tech budget for the year which includes all devices including monitors, mouse, printer, ipads, etc....

8.6. Octo Light Covers – MOTION to discuss

MOTION (Mike, Amanda) to discuss Octo light covers

Mr. Lambert – Mme. Charland purchased (out of pocket) these light covers for her classroom and they have a very nice calming effect. Some of the staff felt that these may be nice to have in our common hallways around the library – 13 lights in total.

Chris – What is the difference between H&S responsibility and schoolboard's responsibility?

Suzy reads mission and mandate.

Jennifer – We could do light covers instead of gift cards for staff wish list?

Mr. Lambert – We are aware that there is a significant amount of money in the bank account, what will it be used for if not for suggestions from staff and principal?

Suzy – We could do a survey to teachers to obtain suggestions on things they'd like to see the money be used on.

Chris - the money will definitely be used wisely and under careful consideration.

8.7 Hot chocolate for outdoor carnival – Rescheduled to March 10/11th - update

5 tins of hot chocolate were purchased from Costco – 1 was unopened and returned. 1 tin (opened but not fully used) was donated to breakfast club.

8.8 Super Recycleurs Date April 29/30 2022 –

With what is happening in Ukraine and many different donations taking place for that, do we still proceed with this fundraiser or is it in poor taste?

Chris – there is a lot of time between now and then, we are not sure what will happen with Ukraine during that time.

Mr. Lambert – Maybe we could do it and donate some of the proceeds to Ukraine relief fund.

To decide at next meeting and mention at GB since money will be earmarked differently.

9. Verbal Reports

9.1 Website

Thanks to Jen for keeping it up to date. Unless there are pizza/TCBY, parents don't visit. We have to pay for 3 years at a time, it is up for renewal in October 2022.

9.2 Future of H&S

In order to operate we need a minimum of 4 positions to be filled (president, vice president (or co-presidents), secretary and treasurer). At this point for next year we only have 1 member (Chris) who may be back. We need to recruit more parents to step up for next year.

Do we need to be a member of QFHSA? To be a home and school, yes, we are governed by QFHSA protocols. A parent committee can be formed, but it has different input within the school.

Mr. Lambert to check with school board lawyer about differences of H&S and parents committee. The school can take over but then we lose parent contribution, input and volunteerism.

9.3 Deletion of H&S Facebook page.

The Evergreen H&S Facebook page was created to replace a previous "group". It does not get as much traffic and does not get updated as it is not used. Any objection to deleting it?

Jen – would it be possible to re-open a Facebook "group" so that we could get more interest back in H&S and hopefully get people on board for next year? A group is more a platform for discussion and

communication, whereas a page is more business-information based. Mr. Lambert would prefer not to have a “group” associated with Evergreen.

9.4 Mabel’s Labels

Nothing to report

9.5 New coordinators status

With the uncertainty of H&S next year we will hold off on new coordinators and will train next year if needed.

10. Question Period: Questions/Comments regarding any items on the agenda.

10.1 Closing

10.2 Next Meeting April 11, 2022 (May 16 Annual General Meeting – new execs are voted, June 6 ped day – reschedule to Tuesday June 7th)

11.3 Adjournment

Meeting adjourned at 7:59 pm by Suzy



Evergreen Home and School Association Meeting Agenda for Monday, April 11, 2022 (zoom)

1. Call to order 6:30 PM - Welcome
2. Verification of Quorum (7 paid H&S members)
3. 4 Minutes - to read written minutes from last H&S meeting
4. Approval of Minutes from March 14th, 2022 (zoom)/ Corrections (if necessary/ MOTION to approve
5. Agenda - Additions / MOTION to adopt the Agenda
6. Standing Reports
 - 6.1 Principal Report
 - 6.2 Teacher Representative Report
 - 6.3 Grad Representative Report
 - 6.4 Governing Board Report
 - 6.5 Treasurer Report
7. Fundraisers (upcoming and ongoing):
 - 7.1 Pizza, TCBY
 - 7.2 Spring Fundraiser
 - 7.3 Leaf Bags
8. New Business
 - 8.1 Staff Appreciation Week - conclusion
 - 8.2 Daycare & Bus Driver Appreciation - conclusion
 - 8.3 Revised Staff Wish List - conclusion
 - 8.4 Soccer netting on junior side
 - 8.5 Staff Survey Results - MOTION to discuss
 - 8.6 Super Recycleurs Date April 29/30 2022
 - 8.7 Castle Home Hardware
9. Verbal Reports
 - 9.1 Scholastic Surprise
 - 9.2 Annual General Meeting new executives
 - 9.3 Deletion of H&S Facebook page
10. Question Period: Questions/Comments regarding any items on the agenda.
 - 10.1 Closing
 - 10.2 Next Meeting May 16, 2022 Annual General Meeting - new execs are voted
 - 10.3 Adjournment

Evergreen Home and School Association Meeting Minutes

Date: Monday April 11th, 2022

Location: Zoom Online Meeting

Present: Susan Nowak (Suzy Q), Jennifer Gilligan, Bobbi Hamilton, , Adam Lambert, Marie-Eve Frenette, Christian Doiron, Elizabeth Phillips, Shirley-Anne Levac Fordham

Minuted by: Bobbi Hamilton

1. Call to order 6:30 PM - Welcome

Meeting called to order at 6:33 Pm by Suzy

2. Verification of Quorum (7 paid H&S members)

Quorum not reached (only 6 paid members). Meeting will proceed, but no votes can be passed.

3. 4 Minutes - to read written minutes from last H&S meeting

4. Approval of Minutes from March 14th , 2022 (zoom)/ Corrections

MOTION (Chris, Jennifer) to approve minutes from March 14th, 2022

All in favour, motion approved.

5. Agenda - Additions / MOTION to adoption of the Agenda –

MOTION (Jennifer, Elizabeth) to adopt agenda

All in favour, motion approved.

6. Standing Reports

6.1 Principal Report (Presented by Mr. Lambert)

Interim report cards will be sent home with students tomorrow (Tuesday, March 15th).

Evergreen will be offering a K4 program for the 2022-2023 school year.

6.2 Teacher Representative Report (Presented by Marie-Eve Frenette)

Thank you to H&S for the surprise box of books given to each homeroom. The kids were very excited and some teachers have prepared videos or pictures to say thank you.

Spring weather is arriving, please make sure to dress your child appropriately.

Thank you for the \$100 gift card for the staff wish list.

6.3 Grad Representative Report (Presented by Suzy)

Suzy to contact grade 6 teachers and Mr. Lambert regarding grad activities and initiatives.

6.4 Governing Board Report

Nothing to report

6.5 Treasurer Report (Presented by Chris)

Thank you to Elizabeth for updating excel sheet.

We have made \$9925 in profit this year.

\$3875 in cost to pizza/TCBY by year end.

We should finish the year with approximately \$30 000 in the bank account.

7. Fundraisers (upcoming and ongoing):

7.1 Pizza, Subway, TCBY

Ordering period ended March 30th, orders to be sent to suppliers before this Friday (April 15th). Thank you to Jen for putting numbers together. Thank you to Miss Lucy for overseeing distribution in the school.

7.2 Spring Fundraiser

No spring fundraiser for this year.

7.3 Leaf Bags

77 packs of 5 bags left. 3 packs went today. If you buy 5 packs of 5 bags, it is cheaper than Costco.

8. New Business

8.1 Staff Appreciation Week- Conclusion

Stats: 35 families donated to staff appreciation week, 3 of which were \$100 each, for a total of \$1017.55. It was less than 6\$ difference to cover cost of staff appreciation after donations. Thank you for your donations.

8.2 Daycare & Bus Driver appreciation - Conclusion

6 plants were purchased and given to the daycare ladies.

8.3 Revised Staff Wish List – Conclusion

All gift cards were purchased and distributed on March 28th. Music teacher would like an instrument, which the school will purchase H&S will reimburse after invoice is supplied.

8.4 Soccer netting on junior side

Soccer nets were ordered and installed the weekend of April 1st. Tie wraps were dropped off so Mr. John and students could fix senior side and bottom of junior side.

8.5. Staff Survey results – MOTION to discuss

MOTION (Jen, Bobbi) to discuss staff survey results

All in favor, motion approved

Mr. Lambert sent the staff an email asking for ideas to spend some of the H&S funds on aside from Classroom Smart TV's and Light covers (discussed at last meeting). Some of the suggestions were as follows:

- Classroom Smart TV's
- Outdoor teaching area
- Repairing and adding play structures on senior side
- Under chair cycles for classrooms
- update kindergarten yard
- Picnic tables in yard for teaching areas
- New volleyball net for volleyball court
- New outdoor toys (balls, frisbees, footballs, circus toys)

Mme Marie-Eve: many of the teachers feel the outdoor classroom would not be utilized as it can be very hot under the sun, lots of mosquitoes, too many distractions for the kids, and concerns of vandalism.

Mr. Lambert received similar feedback and will try to narrow down the list at the staff council meeting.

Repairing of any structures should take priority. Mr. Lambert is already in communication with the company and is waiting a quote for repairs.

Updating of kindergarten yard – what can be done for water accumulation under slide? Sand for sandbox would be great.

Will we need stuff for K4 next year? There should be additional funding from the board given to cover those expenses.

8.6. Super Recycleurs Date April 29/30 2022

Someone will need to meet them at the school on the 29th for the trailer drop off – Chris is available. Thank you Chris.

Will we split funds received toward donation to Ukraine?

Ukraine is getting a lot of support right now, maybe we can look at splitting with local charities and food banks who may be receiving less donations.

E-vote to be sent out to H&S members who attended a meeting this year.

8.7 Castle Home Hardware - MOTION to discuss

Motion (Elizabeth, Chris) to discuss garden fundraiser.

We have done this fundraiser for the past 3 years. For every purchase of mulch or soil from Hudson hardware, we receive \$.25 per bag.

Jen – it doesn't generate a lot of income, and we are still trying to deplete leaf bag stock.

Bobbi - in favor of supporting small community businesses who may in turn support us. Fundraiser does not cost us anything or require any work on our part.

Elizabeth – in favor of fundraiser – last year they gave us a cheque even though we did not raise that much.

Shirley-Anne – It's good to keep a good relationship with them so they will continue to support us.

E-vote to be sent out and then to be approved at GB.

9. Verbal Reports

9.1 Scholastic surprise

884 books were given out (636 in English – 248 in French. French books are more expensive). Each homeroom, English/ French resource, department, daycare and library received a wrapped package of books. Amount given was based on monetary value, not number of books.

9.2 Annual General Meeting – New executives

Next meeting (May 16th, 2022) will be the AGM. We need 10 H&S members to attend 4 people to volunteer for positions. How can we draw people?

Mr. Lambert – we will send emails from H&S and administration. Send H&S member list to Mr. Lambert.

Can teachers identify parents who may be interested?

Chris- could we hold an in-person meeting to generate interest? It is still not permitted at this time.

Shirley-Anne – make parents aware of the roles and time commitments for each position.

9.3 Deletion of H&S Facebook page.

Executive from last year who created the page has been contacted but there has been no response

10. Question Period: Questions/Comments regarding any items on the agenda.

10.1 Closing

10.2 Next Meeting May 16th, 2022 Annual General Meeting

11.3 Adjournment

MOTION (Suzy, Jen) to adjourn meeting.

All in favour, motion approved.

Meeting adjourned at 7:19 pm by Suzy



Evergreen Home and School Association Meeting Agenda for Monday, May 16, 2022 (zoom)

1. Call to order 6:30 PM - Welcome
2. Verification of Quorum (AGM 10 paid H&S members, if not 7 paid H&S members)
3. 4 Minutes - to read written minutes from last H&S meeting
4. Approval of Minutes from April 11th, 2022 (zoom)/ Corrections (if necessary/ MOTION to approve
5. Agenda - Additions / MOTION to adopt the Agenda
6. Standing Reports
 - 6.1 Principal Report
 - 6.2 Teacher Representative Report
 - 6.3 Grad Representative Report
 - 6.4 Governing Board Report
 - 6.5 Treasurer Report
7. Fundraisers (upcoming and ongoing):
 - 7.1 Pizza, TCBY
 - 7.2 Leaf Bags
 - 7.3 Castle Home Hardware
 - 7.4 Super Recycleurs
8. New Business
 - 8.1 Annual General Meeting new executives
 - 8.2 Improvements / Expenditures around Evergreen - MOTION to discuss
 - A. Classroom Smart TV's
 - B. Update Kindergarten yard
 - C. Outdoor toys
 - D. Omni Light Covers
 - 8.3 Castle Home Hardware
 - 8.4 Donation to grad class 2022- MOTION to discuss
9. Verbal Reports
 - 9.1 Annual General Meeting new executives
 - 9.2 Soccer netting
 - 9.3 Deletion of H&S Facebook page
10. Question Period: Questions/Comments regarding any items on the agenda.
 - 10.1 Closing
 - 10.2 Final Meeting June 7th, 2022 - possible AGM replacement (next year executives)
 - 10.3 Adjournment

Evergreen Home and School Association Meeting Minutes

Date: Monday May 16th, 2022

Location: Zoom Online Meeting

Present: Susan Nowak (Suzy Q), Jennifer Gilligan, Bobbi Hamilton, Adam Lambert, Marie-Eve Frenette, Christian Doiron, Elizabeth Phillips, Shirley-Anne Levac Fordham, Jaimie Boosamra, Jacqueline Carrier, Corrie Pacitto, Melanie Lepage, Cristina and Adam Kisil, Chelsea Xenos, Erica Fullerton, Chloe Rivet, Marie-Lou Couture Lewis, Julie Arseneault, Mike Hearn, Renee Jackson, Marlene Camire-Damiano, Penelope Moshir, Sacha Michailides, Steven Hindle

Minuted by: Bobbi Hamilton

1. Call to order 6:30 PM - Welcome

Meeting called to order at 6:34 Pm by Suzy.

2. Verification of Quorum (AGM – 10 paid H&S members)

Verified – Quorum reached.

3. 4 Minutes - to read written minutes from last H&S meeting

4. Approval of Minutes from April 11th, 2022 (zoom)/ Corrections

MOTION (Elizabeth, Jennifer) to approve minutes from April 11th, 2022

All in favour, motion approved.

5. Agenda - Additions / MOTION to adoption of the Agenda –

Delete item 9.1 (AGM). Change Soccer nets to 9.1 Change Facebook Page to 9.2

MOTION (Shirley-Anne, Melanie) to adopt agenda

All in favour, motion approved.

6. Standing Reports

6.1 Principal Report (Presented by Mr. Lambert)

Thank you everyone for coming and supporting Home and School.

Final push for end of year. Spending lots of time having fun outside.

Mr. L had a baby boy and will be on leave. Congratulations to him and his wife.

6.2 Teacher Representative Report (Presented by Marie-Eve Frenette)

Grade 3 and Ms Neidan's grade 5 class participating in OSEntreprendre challenge.

Cross country run last week for Juniors. Senior cross country run will be June 1

6.3 Grad Representative Report (Presented by Suzy)

Grad committee has been formed. There will be an outing on June 10. Convocation on June 17. Dance on June 17.

6.4 Governing Board Report

Castle Home Hardware fundraiser approved.

6.5 Treasurer Report (Presented by Chris)

7. Fundraisers (upcoming and ongoing):

7.1 Pizza, Subway, TCBY

Deadline reminder email for last ordering period was not sent out by administration so many people missed it and did not order. As a result, there was some confusion regarding students who thought they had ordered but had not. Ms Lucy sorted it out, thank you.

One child paid for pizza but did not get it (human error). H&S apologized and reimbursed.

Corrie- Can extra pizza's be frozen in case another child comes without a lunch?

Mr. Lambert - This is something Ms. Lucy already does.

7.2 Leaf bags

Stock has been depleted. Would not recommend this fundraiser again in the future due to having to purchase in advance and being unsure if they will sell. Thank you to Castle Home Hardware for their support.

7.3 Castle Home Hardware – Bags of Mulch and Topsoil

Say "Evergreen" when you buy mulch or topsoil and H&S receives \$0.25 for each bag.

1 email has already been sent. Reminders to be sent with any further H&S emails

7.4 Super Recycleurs

All went well. Thank you to Chris, Alessio and Mattia for filling the trailer.

1 entire trailer was filled, trunk of driver and leftovers which Chris and his wife stored until it could be picked up the following week. Thank you!

In total collected was 1455.5kg of items. \$436.64 raised. Cheque to arrive shortly and H&S will donate \$218.33 to Le Pont Bridging and will be posted on social media groups.

Would recommend doing this fundraiser in the future. Be sure to book in advance and advertise locally.

8. New Business

8.1 Improvements / Expenditures around Evergreen - MOTION to discuss

**For clarity purposes, Items for this section (8.1) have been grouped together by topic (a, b, c, d) rather than order of discussion

MOTION (Adam, Penelope) to discuss improvements/expenditures around Evergreen.

All in favor, motion approved

Home and School has \$18 000 to spend toward school improvements/expenditures.

Following a staff survey, these are the areas that H&S would like your feedback on:

- a) 3 x Classroom smart TV's
 - To replace existing smart boards which are all becoming outdated and breaking and are no longer being fixed.
 - Cost roughly \$3000 per unit including installation and tax.
 - For warranty purposes, school to order and pay invoice. H&S will reimburse.
 - Administration to decide which classrooms get the TV's based on function/need.
 - Updated technology in classroom to take priority over outdoor toys and light covers.
- b) Update kindergarten play yard
 - Build "mud kitchen". \$2500 for materials, rain barrel and accessories. Mike to provide labour and tools to complete project free of charge. Thank you for your generosity!
 - Storage bin at Costco for toys \$300 tax included.
 - Replace sand in sandbox with play-grade sand. Removal of river rocks under play structure and replacement with natural play structure cedar chips as per recommendation from the board.
 - Yard and play materials/toys will be available for kindergarten and k4 classes.
 - Quote for filling of sandbox and removal of river stone/replacement with cedar chips \$9000. Will need to be done in phases.
 - Mr. Lambert to check with board about who they use to supply these materials and inquire about receiving a quote.
- c) Outdoor toys
 - Allocate \$700 to Junior wing, \$300 to senior wing, and \$200 to Kindergarten (based on number of classes in each area), for each group, staff to decide which outdoor toys they would like.
 - Need to consider storage and management of toys. Ms. Lucy as reference point. Perhaps Grade 6 students to help manage toys?
 - There is still a small budget in the school that could be used toward a few things.
 - Ask parents for donations? Have teachers create a list of things desired to avoid over-piling of unneeded items.
- d) Omni Light Covers
 - Purchase total of 18 covers to be placed in hallways and common areas around the school. Approximately \$1250 in total.

- e) Stand upright basketball nets to be placed in cement play areas on Junior and Senior sides.
 - The school has received a grant and there will be a basketball net installed on the senior side of the school.

Voting and approvals for the following school improvements/expenditures

- a) \$13 000 for the purchase and installation of 4 classroom Smart TV's.
 - Unanimously approved.
- b) \$2500 for Kindergarten yard mud kitchen
 - Unanimously approved.
- c) \$ 1500 for replacement of Kindergarten yard play-grade sand.
 - Majority in favor, approved.
- d) \$300 for purchase of storage unit for Kindergarten yard toys.
 - Majority in favor, approved.

*Note: the approvals were done based on request to ask parents for donations of outdoor toys.

Total approved amount: \$17 524.63

*further to the meeting an e-vote was sent out to amend price of play-grade sand purchase (item c) from \$1500 to \$1724.63 including taxes.

- Majority in favor, approved.

8.2 Castle Home Hardware

See item 7.3

8.3 Donation to Grad Class 2022 –

MOTION (Chloe, Corrie) to discuss donation to grade 6 graduating class

All in favor, motion approved

Fundraising normally pays for hoodie, yearbook, outing, etc... Fundraising has not taken place this year and parents will pay for hoodie/t-shirt, yearbook and possibly dance.

In the past (Prior to 2018) H&S would give \$500 to each graduating class.

2019-2021 graduating class did not ask for donation.

This year's graduating class is asking for \$500 donation to put toward graduation activities and events.

Mr. Lambert – leftover funds from past graduating class will cover this year's grad trip to Voile en Voiles.

All in favor, motion approved.

8.4 Election of 2022-2023 Executives

By acclamation the following members have been formed for the 2022-2023 school year:

President: Jaimie Boosamra

Vice-President: Christian Doiron

Secretary: Chloe Rivet

Treasurer: Jaqueline Carrier

Bobbi will continue to stay involved and will help with transition.

Anyone looking to contribute without being on the executive committee can do so by attending meetings, volunteering for events, projects and initiatives and supporting H&S initiatives.

Congratulations and thank you to the new executive committee!

9. Verbal Reports

9.1 Soccer netting

Nets keep coming off. Mike has special tie wraps that wont break.

9.2 Deletion of H&S Facebook Page.

Appears to be deleted.

If it is ever done again in the future, it is recommended that it is created and moderated by administration and not executive committee.

10. Question Period: Questions/Comments regarding any items on the agenda.

10.1 Closing

10.2 Final Meeting June 7th, 2022

10.3 Adjournment

MOTION (Bobbi, Jen) to adjourn meeting.

All in favour, motion approved.

Meeting adjourned at 8:02 pm by Suzy



Evergreen Home and School Association Meeting Agenda for Tuesday, June 7th, 2022 (zoom)

1. Call to order 6:30 PM - Welcome
2. Verification of Quorum (7 paid H&S members)
3. 4 Minutes - to read written minutes from last H&S meeting
4. Approval of Minutes from May 16th, 2022 (zoom)/ Corrections (if necessary/ MOTION to approve
5. Agenda - Additions / MOTION to adopt the Agenda
6. Standing Reports
 - 6.1 Principal Report
 - 6.2 Teacher Representative Report
 - 6.3 Grad Representative Report
 - 6.4 Governing Board Report
 - 6.5 Treasurer Report
7. Fundraisers (upcoming and ongoing):
 - 7.1 Pizza, TCBY
 - 7.2 Castle Home Hardware
 - 7.3 Super Recycleurs
8. New Business (ongoing)
 - 8.1 Improvements / Expenditures around Evergreen update
 - A. Classroom Smart TV's
 - B. Kindergarten yard
 - C. Outdoor toys
 - 8.2 Decodable Books for Resource Dept MOTION to discuss
9. Verbal Reports
 - 9.1 Soccer netting
 - 9.2 Deletion of H&S Facebook page
 - 9.3 Things for next year's executive committee to discuss on their own
 - A. Pizza / Subway / TCBY days
 - B. Website
10. Question Period: Questions/Comments regarding any items on the agenda.
 - 10.1 Closing
 - 10.2 Next meeting TBD by 2022-2023 Executives
 - 10.3 Adjournment

Evergreen Home and School Association Meeting Minutes

Date: Tuesday June 7th, 2022

Location: Zoom Online Meeting

Present: Susan Nowak (Suzy Q), Jennifer Gilligan, Bobbi Hamilton, Adam Lambert, Marie-Eve Frenette, Christian Doiron, Marie-Lou Couture Lewis, Alex (Julie Arseneault)

Minuted by: Bobbi Hamilton

1. Call to order 6:30 PM - Welcome

Meeting called to order at 6:35 Pm by Suzy.

2. Verification of Quorum (AGM – 7 paid H&S members)

Quorum not reached (only 6 paid members). Meeting will proceed, but no votes can be passed.

3. 4 Minutes - to read written minutes from last H&S meeting

4. Approval of Minutes from May 16th, 2022 (zoom)/ Corrections

MOTION (Jennifer, Chris) to approve minutes from May 16th, 2022

All in favour, motion approved.

5. Agenda - Additions / MOTION to adoption of the Agenda –

MOTION (Jennifer, Bobbi) to adopt agenda

All in favour, motion approved.

6. Standing Reports

6.1 Principal Report (Presented by Mr. Lambert)

Everyone is anxious and excited for end of year. Been a challenging year once again with covid, thank you to all the staff and parents for your support.

Evergreen has been granted a 3rd kindergarten class for the 2022-2023 school year. There will be 3 Kindergarten classes and 1 K4 class.

Play structure (bridges, ropes, etc...) is scheduled for maintenance and repairs this week.

Graduation in person in the gym on June 17th.

6.2 Teacher Representative Report (Presented by Marie-Eve Frenette)

Thank you to the parents from all the teachers for your support this year and helping them to catch up after 2 challenging years and lots of missed time because of covid.

Summer weather is upon us please remember to dress your child appropriate, apply sunscreen and send water bottles.

6.3 Grad Representative Report (Presented by Suzy)

Everything is set for convocation and dance. Yearbooks have arrived and will be delivered next week.

6.4 Governing Board Report

Nothing to report

6.5 Treasurer Report (Presented by Chris)

No change from last meeting. Cheques have gone through but everything was closed out last month.

Approximate balance in bank after project expenditures (approved at last meeting) should be roughly \$12 000.

7. Fundraisers (upcoming and ongoing):

7.1 Pizza, Subway, TCBY

2 more TCBY days and 1 more pizza day.

Grade 6 will receive TCBY on the 16th instead of the 17th since it is such a busy day.

Thank you to Ms Lucy and all the lunch monitors for all your help this year, it is very appreciated.

7.2 Castle Home Hardware – Bags of Mulch and Topsoil

Much less participation than in previous years. 45 bags sold for a total of \$11.25.

Should be reviewed next year as to if it's a worthwhile fundraiser. Need to be sensitive as to how often we are asking parents to spend money.

7.3 Super Recycleurs

Cheque has still not been received. Once it arrives the donation will be done to Le Pont Bridging.

8. New Business (Ongoing)

8.1 Improvements / Expenditures around Evergreen - update

a) Classroom smart TV's

- 4 Smart TV's officially on order. There is a 3 month delay and they will arrive in the fall.
- A max of \$13 000 including tax and installation was approved for this purchase. The total cost is \$13 130.15 including taxes. Difference to be covered by cost savings from Kindergarten sand (see below, item "b".)
- Administration to cover the cost to mount the TV's.

b) Kindergarten yard

- Multi-jeu quoted \$750 + tax for 10 tons of play-grade sand (as opposed to 20 tons) which is enough to fill the sandbox. We approved \$1500 so some of the money we saved will go toward the cost difference for the Smart Tv's (\$130.15).

- Authorization order for sand was sent on May 30th. Confirmation received on June 6th. He will contact Ms. Lucy directly to coordinate delivery due to safety concerns of delivery during school hours.
 - Multi-jeu quoted \$4500 + tax to replace the rocks underneath the Kindergarten play park. This is something that should be examined by next years executives and school administration as the structure is unusable of several weeks in the spring due to the thaw and water accumulation.
- c) Outdoor toys
- Email was sent to teachers for feedback on what items were needed.
 - Recommend waiting until September since there was not a huge response from teachers for needs.
 - A few balls have been ordered by Ms. Lucy.

8.2 Decodable Books for Resource Department.

Motion (Alex, Chris) to discuss decodable books for Resource department

All in favor, motion approved

Resource department sent an email asking for H&S to help with the purchase of decodable books to help children with reading skills. Quote received was \$1856.77 US for English books and \$ 1099.25 US for French books (total \$2956.02 US or \$3704.82 CDN).

Should this be an H&S or administration topic since it deals directly with education?

This years executives decided to hold off on any more expenditures due to the amount that was approved at last month's meeting for projects and materials. Next year's executives and members can re-visit and vote.

9. Verbal Reports

9.1 Soccer netting

Mike Hearn attached soccer netting with all season tie wraps that will hopefully last. Thank you!

9.2 Deletion of H&S Facebook Page.

H&S Facebook page is not deleted but hidden. It is Maeghan Blaise Andrew who created the page and should be the point of contact.

9.3 Things for Next Year's Executives to Discuss on their own.

A. Pizza/Subway/TCBY days – schedule of dates to be drawn up and presented to GB for approval prior to beginning.

B. Wix- online ordering system (used for all online purchases such as pizza, TCBY, spirit wear, etc...) is renewed every 2 years. Renewal date is October 9th, 2022, but payment is processed 14 days earlier (September 25th). Last renewal was \$355 USD, price has increased to \$408.14 USD. Load prepaid credit card prior to September 25th if continuing with this platform.

C. Go daddy- website (evergreenhs.ca). Is used mainly for dates and reminders and typically only receives traffic for ordering of items (which is linked to the Wix platform). It is renewed every 3 years. Next renewal is May 2023. Last renewal was in May 2020 and cost \$59.97 + tax (\$68.95 on prepaid credit card).

Recommend to keep website (or at least Wix online store) as it reduces paper work and facilitates online purchases making things much simpler and organized.

10. Question Period: Questions/Comments regarding any items on the agenda.

10.1 Closing

Thank you Suzy and Jen for your years of hard work and dedication to Evergreen. You will be missed.

10.2 Next meeting TBD by 2022-2023 Executives

10.3 Adjournment

MOTION (Bobbi, Jen) to adjourn meeting.

All in favour, motion approved.

Meeting adjourned at 7:10 pm by Suzy