

Sherbrooke Academy - Home and School Meeting Minutes Approved

Date: Wednesday September 14, 2016

Time: 6:30pm

Location: Sherbrooke Academy Sr. Library

Attendance: Carmela Di Iorio (principal), Silvie Martin (principal), Lori Barrett, Connie Morelli, Liane Zechmeister, Brenda Zinke, Jennifer Tiberio, Jennifer Ferguson, Kaby Espinosa, Nancy Brown-Marsh, Julie Verdon, Helen Kendall, Romy McMaster, Natalie Allan, Samantha Dascal, Katie Silverthorne, Alison Paquet, Melanie Kepper, Anna Maria Armenio, Pascale Beaudoin, Danielle Denischuck, Christine Martin, Christina Burchill, Soula Papoulias, Sabrina Thind, Amanda Ajram, Patti Grasso, Lara Asconi

Opening Remarks

Approval of agenda

1. Kaby Espinosa
2. Melanie Kepper

H&S Executive for 2016 – 2017 year

Lori Barrett (President)
Melanie Kepper (VP- Senior)
Liane Zechmeister (VP-Junior)
Brenda Zinke (Co-Treasurer)
Connie Morelli (Co-Treasurer)
Erin Morehouse (Publicity)
Romy McMaster (Membership)
Tara Brisson (Secretary)

Goals for 2016-2017

1. BBQ/corn roast:
 - Coordinator: Lori Barrett
 - September 22 from 5:30 to 7:30 on the field behind senior school
 - Everblast, face painters, food trucks, ice cream trucks
 - Fully funded by H&S
 - 12 parent volunteers needed
2. Pizza/subway lunches:
 - Pizza coordinator: Buffy Cummings
 - Subway coordinator: Christine Martin
 - Largest fundraiser for H&S
 - All \$\$\$ collected at the beginning of the year so we have funding for all other H&S sponsored events and costs up front
 - We would like to look in to having some of the profits from lunches being given back to needy families in the school
 - Deadline to submit orders: September 9, 2016
 - Volunteers have already been recruited for both lunches
3. School spirit clothing:
 - Coordinator: Lori Barrett
 - To create unity and a new identity for the school
 - Kids not required to wear spirit wear on field trips or at school

- Is there a way to promote school clothing?
4. Mabels labels/Funscript:
 - Coordinator: Beth Acton
 - Links to both fundraisers to be added by the principals to both webpages and to be added to the Sherbrooke Academy FB page.
 - These are fundraisers that can run all year in background
 - Funscript – buy gift cards via their program and we (H&S) gets a certain % of the sale back. % differ depending on the store. Gift card orders are mailed to your home for a small fee.
 - We need to advertise Funscript. Perhaps do a couple of campaigns during the school year.
 5. Gardening:
 - What role will H&S play?
 - Maintenance will be needed for the junior play structure
 6. Holiday Fair/Bazaar:
 - Coordinators: Lara Asconi & Lina Acuri
 - Date: December 3, 2016
 - Volunteers are needed
 - Donated goods are needed
 7. Holiday baskets:
 - Coordinators: Annie Lachance & Kaby Espinosa
 - We are given info for approx. 6 to 8 families from our sister schools. We collect food, goods & money and make beautiful holiday baskets for these families in need.
 - Annie will mentor someone to take over next year
 - Volunteers are needed
 8. Staff appreciation week:
 - Coordinators: Danielle Denischuck & Erin Morehouse
 - Organize activities to recognize all staff including teachers, administrative staff, caretakers, daycare & bus drivers
 - Weeklong event
 9. Nutrition Breakfast:
 - Coordinators: Liane Zechmeister & Helen Kendall
 - Looking at options to merge both schools previous activities in to one event
 - May need to be held on 2 different days for jr. & sr. schools
 10. Year end family BBQ:
 - Coordinator: Kaby Espinosa
 - Date: June 7, 2017

St. Paul Elementary end of year report (Connie Morelli)

Treasurer's Report				
St. Paul Elementary School				
230, rue Sherbrooke, Beaconsfield, Qc, H9W 1P5				
2015-2016				
Opening balance:	September 4th 2015			\$7,229.81
Current balance:	September 12, 2106			\$9,252.09
Fundraising				
Events	Revenues		Disbursed	Profit
Pizza lunches	\$27,310.50		\$16,922.41	\$10,388.09
Holiday fair	\$5,744.00		\$1,332.22	\$4,411.78
Halloween dance	\$585.00		\$1,002.33	\$417.33
			Total	\$14,382.54
How the money was spent:				
DLP projector for gym				\$1,757.27
Remembrance Day Bagpiper				\$225.00
Downloadable music for Ms. Keiser				\$122.52
Holiday turkeys				\$46.75
Teacher appreciation (includes 2013, 2014 outstanding fees)				\$1,251.71
Chicken eggs & incubator				\$75.00
Art Gala (budgeted \$1000, possible receipts still to come...				\$902.58
Pancake breakfast				\$1,359.54
June BBQ (budgeted \$4000, currently at:				\$3,309.62
Grade 6 grad (gym rental, pizza lunch, pool party, stationary)				\$1,201.32
Various events supported by H&S (Field day, cycle 1 swim, concert....				\$344.11
Bank service charges (1 NSF chq + 1 SC)				\$8.25
BMO deposit fees				\$119.98
Miscellaneous				\$245.89
Outstanding yearbook fees				\$15.00
			Total to date:	\$10,984.54
Sherbrooke Academy School Spirit Wear (joint expense JR/Sr schools, 08/2016)				1102.50

Sherwood Forest Elementary end of year report (Kimberley Thornton)

Treasurer's Summary 2015-2016
Sherwood Forest Home & School Association
313 Windermere Rd., Beaconsfield, QC H9W 1W1

<i>Opening Balance as at September 1, 2015:</i>	\$ 5,206.32
<i>Closing Balance as at August 31, 2016:</i>	\$ 3,685.47

Fundraising

Events	Revenues	Expenses	Profit
Pizza/Subway	\$ 13,239.30	\$ (9,111.08)	\$ 4,128.22
TCBY	\$ 3,030.10	\$ (2,110.75)	\$ 919.35
Halloween Social	\$ 1,925.00	\$ (1,030.27)	\$ 894.73
Xmas Bazaar	\$ 2,609.00	\$ (2,507.25)	\$ 101.75
Nutrition Breakfast Corporate Donation	\$ 150.00	\$ -	\$ 150.00
Year-End Picnic (net of Sue McGrail's expenses)	\$ 83.00	\$ -	\$ 83.00
Total	\$ 21,036.40	\$ (14,759.35)	\$ 6,277.05

H&S-funded events in 2016

Subsidized Pizza & Subway lunches + TCBY for students in need		\$ 400.00
Teachers' Convention (to purchase supplies for classrooms)		\$ 390.00
Christmas Baskets for Families in Need		\$ 575.00
Junglesport Climbing Activity		\$ 1,500.00
Monthly Tea Trolley served to teachers		\$ 100.00
Winterfest Cabane à Sucre and Smilemakers for Bingo game		\$ 897.95
Nutrition Breakfast (subsidized by corporate donations)		\$ 175.23
Teacher Appreciation		\$ 474.94
Daycare Appreciation		\$ 208.66
Week of swimming at Windermere Aquatic Club		\$ 1,300.00
Bouncy Castle and DJ rental for Y/E Picnic		\$ 1,235.00
H&S Meetings, QFHSA related expenses		\$ 438.81
Miscellaneous expenses		\$ 515.41
Bank fees		\$ 184.00
		\$ 8,395.00

Next Meeting: October 19, 2016

Meeting Adjourned: 8:15pm

Minutes: Liane Zechmeister