



## Parent-Teacher Association (PTA) Meeting Minutes

Meeting Date: Tuesday, September 20, 2016

Meeting Time: 6:00pm

**Regrets:** Andre Bouchard; Victoria Laurence

<b>Welcome</b>	K. Boutilier welcomed all in attendance, including those parents/guardians new to the PTA. All attending introduced self to the group.
<b>Committee Reports</b>	
<b><i>PTA President</i></b>	
	K. Boutilier reported she received a cheque in the amount of \$288.00 from Valu Village for the spring fundraiser. No other items to report on.
<b><i>Treasurer</i></b>	
	D. deGraaf provided Treasurer's report, citing a present balance of \$11,345.47. She further provided a detailed report of Spring Fling, with a total profit, after donations to each homeroom teacher, of \$100 (see attached). This is lower than previous years.
<b><i>Principal/Vice-Principal</i></b>	
	M. Oullette confirmed enrollment currently sits at 620. He provided detail of new staff onboard this year. Some students in P-3 classes will be moved in the coming days to keep under required caps in the English stream. There are two 5/6 split classes this year with enrollment numbers-this is permissible by the Board, as there is limited physical space for an additional classroom. Rationale behind new middle school cell. phone policy discussed.



## Committee Reports

### *Town of Kentville: Eric Bolland*

E. Bolland provided brief explanation of his role as a Town Councillor and his interface with the Town and the school community. He noted that the Recreation Department has not met of late.

A. Bouchard forwarded a proposal (see attached) to the PTA for consideration – *Loose Parts Play Pods*-a European concept to encourage active and unstructured play for children at school. Some preliminary pilot project work with EAs at the school took place in late spring, and the response was positive. Storage for the play materials at the school will be required. The request of the PTA was to consider providing up to \$3000 for materials to build a storage shed, which would be built by the Town. M. Oullette indicated he could access *Healthy Promoting Schools* funds to cost share on this. K. Boutilier suggested inviting A. Bouchard to present further information at the October meeting. R. Gillan questioned the need to wait, and discussion ensued, with the decision to move forward to ensure that this project can get underway before winter weather. E. Bolland moved we support the *Loose Parts* project funding request of \$1250, and was seconded by J. Osmond. Question was called for, and vote took place. Motion carried,

## New Business

### **2016-2017 PTA Executive Elections**

K. Boutilier explained the elections process and the positions that form the executive.

**President** – J. Waterbury nominated K. Boutilier, seconded by A. Sherrard. K. Boutilier accepted and position attained by acclamation.

**Vice-President** - K. Boutilier nominated A. Sherrard, seconded by D. deGraaf. A. Sherrard accepted and position attained by acclamation.

**Treasurer** – A. Sherrard nominated D. deGraaf, seconded by K. Boutilier. D. deGraaf accepted and position attained by acclamation.

**Secretary** – K. Boutilier nominated C. Lake, who declined the nomination. J. Waterbury nominated J. Osmond, seconded by L.



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	<p>Churchill-Duke. J. Osmond accepted and position attained by acclamation.</p> <p><b>Volunteer Coordinators</b> – K. Boutilier nominated E. Sheen and J. Waterbury, seconded by D. deGraaf. They both accepted nominated and reinstated by acclamation.</p> <p><b>Communications</b> – L. Churchill-Duke offered to continue position until December 2016, and C. Hambling and J. Vardy-Little will assist in the new year (during L. Churchill-Duke’s absence).</p>
<b>Fundraising</b>	
<i>Nourish Your Roots</i>	D. Hare sent report along that she would be posting information on pick-up of September 29 <sup>th</sup> . She will have a table at Meet the Teacher night on September 22. School received \$9 from the sale of each produce box. Deadline for orders is September 26.
<i>Family Photo Night (Calnen Photography)</i>	Dates with the new school photographer have been set as November 2 and 3 at the school. M. Oullette will speak with photographer to clarify details and requirements to organize this. He will forward information to L. Churchill-Duke to set up booking and for promotion.
<i>Overview of Year</i>	L. Churchill-Duke provided a brief overview of the main fundraising activities of the year for the benefit of those new to the school and the PTA.
<i>Movie Night</i>	Date set as Thursday, November 10 with suggested movie choices being Finding Dory or Zootopia. Doors will open at 6pm, with movie at 6:30pm. D. deGraaf and A. Sherrard to coordinate canteen. K. Boutilier will manage the door. School Learning centre now has a large popcorn maker-possibility of students preparing popcorn the day of event. L. Churchill-Duke stated she would contact D. Melanson to determine if possible. Further event details and help needed will be discussed at October meeting.
<i>Paint Nite</i>	L. Churchill-Duke coined discussion regarding the Vendor Shopping Party that has bene held for the past two years. She noted a significant amount of preparatory work, for minimal return. She suggested consideration of hosting a Paint Nite at the school, with a ticket price of \$45, with \$15 back to the school. With up to 50 tickets sold, the school could profit \$750. This was suggested in



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	<p>lieu of the Vendor Party. C. Hambling, C. Lake and E. Bolland indicated their willingness to assist with this. C. Hambling suggested incorporating a student art gallery and sale into this event. Dates discussed, and suggested week of November 21-25. L. Churchill-Duke to contact franchise and attempt to secure date.</p>
<i>Christmas Shopping Party</i>	<p>L. Churchill-Duke and S. Berry are willing to coordinate this event again this year. Date is December 2, with set up the evening of December 1.</p>
<i>Campbell's Food Product Labels</i>	<p>J. Banks communicated that she is willing to continue to collect and enter points from UPC codes collected at the school. L. Churchill-Duke to forward notice to office for circulation of included products again.</p>
<b>Fundraising</b>	
<i>Boston Pizza</i>	<p>A reminder to deposit receipts at Boston Pizza restaurant in New Minas noting specifying to KCA for 10% sales donation back to the school.</p>
<i>Christmas Cards</i>	<p>Teachers were provided with option to do this fundraiser (not through PTA) last year. 50% of sales were profit to classes. K. Boutilier to contact C. Hunt to determine if this is a possibility again this year.</p>
<i>Veseys Seeds</i>	<p>This campaign has been deferred for the fall season in lieu of the Nourish Your Roots campaign.</p>
<b>Old Business</b>	
<i>Cafeteria Menu Selections</i>	<p>K. Boutilier brought forward concerns expressed via communications of the Facebook page regarding menu choices for students from Chartwells, as well as the food items that are part of the breakfast program. Discussion followed. K. Boutilier suggested formation of a committee aside from the PTA (as we do not have an SAC) to pursue this issue further. C. Hambling expressed interest in engaging in further dialogue with M. Oullette. M. Oullette indicated that it is likely that he will be meeting with the Chartwells regional manager in the near future.</p>
<i>School Advisory Council (SAC)</i>	<p>C. Hambling stated that she was involved with the SAC at Wolfville School prior to moving to Kentville. She explained the operations and functions of the SAC. She is not willing to lead the re-launch of the SAC at KCA.</p>



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The meeting was adjourned at 7:50pm, and it was reiterated to those in attendance that every effort is made to ensure that monthly PTA meetings do not exceed one hour.

Respectfully submitted,

Cheryl Lake  
PTA Secretary  
2015-2016 KCA PTA



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<i>Aladdin Musical</i>	Could there be a section at the front of the room for the kids to sit so they can see? <b>Victoria</b> to check. <b>Jennifer Little</b> will put a picture in the Advertiser <b>Laura</b> is happy to do a ticket draw through Valley Family Fun.	Victoria Laura Jennifer Little
<i>Nourish Your Roots</i>	Preference is to do a Thanksgiving harvest box instead of a Christmas one.	Dawn
<i>Band Trip</i>	Planning and fundraising for the trip has been very successful. 106 students will be going.	
<i>Next Meeting</i>	This is the last official meeting of the PTA. We will be having an end of year closing family banquet on June 7th at Laura's house.  September 20, 2016	

Respectfully submitted,

**Laura Churchill-Duke**  
**FOR**  
**Cheryl Lake**  
**PTA Secretary – 2015/2016**