



Parent-Teacher Association (PTA) Meeting Minutes

November 18, 2014

Regrets: *Andre Bouchard, Nancy Bigelow-Acker, Sonja Bent*

1. **Welcome** – All were welcomed and meeting called to order by President-Kathy Boutilier.
2. **Committee Reports**
 - a. **President** –
 - i. Kathy indicated stated she had received information from with Rocky Mountain Christmas Tree U-Pick indicating that they would again donate \$5 from every Christmas tree sold back to KCA. They open November 30th. Kathy stated she would distribute information to Laura Churchill-Duke to disseminate.
 - ii. Discussion commenced regarding requests for funding from school departments. (See further details under New Business below.)
 - iii. Concerns regarding PTA fundraising efforts through direct sales companies have been brought to Kathy's attention, particularly with respect to fairness and equity for sales representatives. Discussion followed, with the points raised that any individuals representing a direct sales company whom approach the PTA regarding fundraising opportunities should be directed to the vendor shopping party event. Laura made a motion that the KCA PTA will no longer undertake fundraising opportunities via direct sales companies and/or their representatives. Motion was seconded by Juli Waterbury-motion carried.
 - b. **Treasurer** - Danielle de Graaf reported that the Vesey's fundraiser profits have not yet been deposited, as there is an outstanding issue with an order to be resolved. The recent Family Movie Night saw a profit of \$341.47. See submitted report for additional details. She cited that she now has access to complete backing activity inline, and has a debit card. In addition, she acquired a cash box and coin counter for ease and efficiency with handling money.
 - c. **Town of Kentville** – Eric Bolland reported that approximately \$1000 will coming to the school early in the new year through a designated disbursement of funds from the disbandment of the Kentville and Area Youth Association. The Recreation Department has several upcoming activities, including the Torch Light Parade/Family Free skate on November 21st, and RBC *Learn to Play Day* on November 26th at the soccer center. Public skating at the arena has started for the season, and includes a number of free sessions. *Super Happy Active Family-Fun Time (SHAFT)* will be beginning on a regular basis at the soccer center.



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- d. **Principal/Vice-Principal** - Mike Oullette provided a written report (attached), with highlights including the donation of three Spark bikes by an anonymous donor; an itemized equipment request from Paulette Schrader in the Physical Education Department; Mental Health Anti-Stigma project with Ross Creek Centre for the arts for grade 8 students; Youth Engagement Project focused on justice and social diversity; *We Day* coming up on November 28th; and the staff in-service on November 28th centered around mental health and wellness topics.

3. Fundraising

- a. **PTA Fundraising via Direct Sales Companies/Representatives**-Motion from President's Report section of minutes re-iterated under this section of the meeting agenda-

KCA PTA will no longer undertake fundraising opportunities via direct sales companies and/or their representatives in view of issues related to fairness, equity and the potential for conflict arising with respect to the PTA contributing to the profitability of individuals connected with these types of businesses.

- b. **Holiday Wishes Shopping Party**-Laura and Anthony Sherrard reported that the event planning is on track. Anthony noted that there have been substantial donations for the door prize gift basket, and will likely prepare more than one basket. He has also mapped out the vendor space allocation to ensure vendors with products are not next to each other. They will be posting directional signage for vendors. **ACTION ITEMS:** Laura will send communication to registered vendors regarding parking in proximity to gym entrance for set-up.
- c. **Christmas Shopping Party** - It was reported that Dana is coordinating and not expressed concerns. Information has gone home with students. Volunteers will be needed for sorting and set-up the night prior (December 4th), as well as the day of the party (December 5th). Donations are coming in and being placed in the conference room. **ACTION ITEMS:** Kathy will add to report in upcoming newsletter.

4. Old Business

- a. **Winter Wear Recycle** - Crystal Peach is in need or more volunteers to sort clothing and assist during parent-teacher interview times. **ACTION ITEMS:** Those able to help are to contact Crystal directly-via KCA Facebook page post. Mike will confirm availability of Kodiak students to assist.
- b. **Volunteers (General)** – Erika Sheen and Juli need to compile a list of possible parent/guardian volunteers. **ACTION ITEMS:** Kathy will include information regarding those interested in volunteering for PTA activities in the next newsletter.



5. New Business

a. School Department Funding Requests

- i. Requests were put forward by the Physical Education and Resource departments. Physical Education request itemized, totaling \$2298.24 for various equipment items. Discussion followed regarding request, including information from Eric (reported above) regarding a sum of about \$1000 being donated to the school early in the new year. There are more than adequate funds available to support this request, with proceeds to soon come from the vendor and Christmas shopping parties. Anthony moved that the PTA provide the Physical Education department with total requested. Motion was seconded by Eric-motion carried.

Resource is requesting consideration of support to purchase 10 hockey stools (approx. \$125-145 each), and four study corrals (approx. \$450 each). Mike stated he would look after purchase of study corrals through his budget. Cheryl made a motion that the PTA donate \$1500 to the Resource department to purchase hockey stools. Motion was seconded by Anthony-motion carried.

Kathy noted that the new math curriculum for grades 4-6 is being rolled out, but there is no funding support for the hand-on learning materials required for teaching the new curriculum. **ACTION ITEMS:** Ros Gillan will prepare a list of needed materials and will bring to January meeting for consideration.

- b. **Possible Funding Requests for Town** – Eric suggested to the group that consideration be given to possible budgetary items (\$4000-\$6000 range) that he could take forward to the Town. Mike suggested that portable storage (cargo container) would be of significant help to the school. **ACTION ITEMS:** Group to give thought and bring suggestions to January meeting for further discussion.

6. Other

- a. Cheryl Lake asked if there were any concerns with the electronic distribution of the minutes to the PTA versus making copies for all in attendance at each meeting. No concerns voiced. **ACTION ITEMS:** Cheryl will continue to e-mail minutes in a timely manner following each meeting to all on the PTA e-mail distribution list. Mike will ensure a few hard copies are available at each meeting for attendees.
- b. Danielle has a contact who is a local café owner seeking a recipient for day-old/near expiration perishable food items. **ACTION ITEMS:** Danielle will connect contact to Mike to arrange possible donation to either the Breakfast Program of the Learning Centre.
- c. Danielle reported that Little Dribblers, with Kentville Minor Basketball, has a small number of players in this age group. **ACTION ITEMS:** Kathy will put information in PTA report of upcoming school newsletter. Laura will circulate information via social media and contacts as well.



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- d. Laura put forth information she received from the school Learning Centre –Devina Melanson, regarding their immediate need for various items to support basic necessities for approximate 20-30 children who access the center. Specific needs include socks, leggings, underwear, laundry detergent, wipes and lice kits. Some students use the Learning Centre for laundry and bathing. Cheryl made a motion that the PTA immediately provide the Learning Centre with a \$500 Walmart gift card to support their immediate needs. Discussion included point raised by Eric regarding determining ongoing needs/monthly cost estimate to plan for support of this need on a more long-term basis. Motion put forth (above) was seconded by Kathy -motion carried. **ACTION ITEMS:** Danielle will purchase the gift card and Kathy will present to Devina on behalf of the PTA at tomorrow evening during Parent-Teacher. Mike will determine costs of supplying Learning Centre with supplies and will forward directly to Eric (such that he can reach out to his network), and will bring forward to next PTA meeting in January.
- e. Laura reported that she has several contacts with other area school PTAs, and has considered sharing of ideas within the informal group. She asked those in attendance if this was acceptable-all agreed that this is a favorable idea. **ACTION ITEMS:** Laura will make contact with others. Further discussion to be held at the January 2015 meeting.
- f. Anthony reported that he recently completed a project supported by KCA students; he compiled a collection of students' artwork and letters for veterans' residing on the Veterans' Unit at Soldier's Memorial Hospital in Middleton. IT was most graciously received by the veterans.
- g. A query was received by the PTA from a KCA parent wanting to know more about the allocation of PTA funds throughout the year. The matter was discussed with respect to the sharing/dissemination of the PTA's spending. Should further queries be made, parents are encouraged to attend a PT meeting, can be referred to meeting minutes (which will now be posted on the school website), review the annual principal's report on the school site, and/or review the PTA report section of the monthly school newsletter.

Meeting was adjourned at 7:25pm.

Next Meeting: *Tuesday, January 20, 2015 @ 6:00pm (Art Room)*

Respectfully submitted,

Cheryl Lake
PTA Secretary – 2014/2015