



Parent-Teacher Association (PTA) Meeting Minutes

October, 21, 2014

Regrets: *Eric Bolland, Anthony Sherrard*

1. **Welcome** – All were welcomed and meeting called to order by President-Kathy.
2. **Committee Reports**
 - a. **President** - Kathy indicated no new information to report.
 - b. **Treasurer** - Danielle reported no change in financial activity since September meeting.
 - c. **Town of Kentville** - Andre Bouchard, Active Living Coordinator provided an informative presentation on School Travel Planning (STP) – getting more students walking, wheeling and riding to and from school. KCA teachers were surveyed last week to begin baseline data collection of transit modes to/from school among students. He explained process to establish a program, and shone light on successful programs on the South Shore. Next steps include development of a School STP Committee, including a variety of community stakeholders. **ACTION ITEMS:** Andre offered to facilitate STP Committee meetings once established. Andre will prepare a notice to send home with students to inform families of initiative and call for committee volunteers. He will attend the November meeting to provide a further update.
 - d. **Principal/Vice-Principal** - Mike provided a written report (attached), with highlights including new staff positions for the school including areas of P-2 Immersion support and P-8 Literacy/Math and Cultural enrichment, as well as a mental health project with grade 8 students with Ross Creek Centre for the Arts.
3. **Fundraising**
 - a. **Gold Canyon Candles** – Carrie Thorsen presented a fundraising option to the group – jarred candles at a cost of \$23+tax, with 40% of profits back to the school. Available in a variety of scents, including an unscented choice. Group discussed timing of such a fundraising campaign. Group determined that timing would be optimal for launch just after March Break for two weeks (March 30-April 10), with product delivery in time for Mother’s Day. Peripheral discussion took place regarding focus of proceeds from fundraising initiatives. Suggestion of consideration of support to the Physical Education department. Mike cited that four areas that are in need of support include fine arts, band/music, resource and physical education. Further suggestion that PTA field specific requests from each of the identified specialty area to assist with focusing prioritization of funds designation. **ACTION ITEMS:** Carrie volunteered to coordinate this activity, and will offer gift cards to students as sales incentives.
 - b. **Direct Sales Shopping Party** - Laura Churchill-Duke provided event background details, and document to solicit vendors, as prepared by Laura and Sonja Bent. Per Danielle, Anthony is willing to coordinate event, but is unable to attend day of event. Date is Thursday, November 20 from 6:30-8:00pm during Parent-Teacher interviews in the school gym. Target is 10-15 vendors from different direct sales companies, with priority being given to KCA families. Fee of \$20 per table will be charged, with a gift basket to be



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4. Fundraising (continued)

provided as a door prize. Event will also be opened to the general public to attend.

ACTION ITEMS: Mike to confirm availability of the gym for event and arrange to acquire tables from the Town. Anthony to put together gift basket for door prize. Laura to edit document to solicit vendors, post to Facebook and circulate to community contacts. Kathy to add details of event to school newsletter.

5. New Business

- a. **Winter Wear Recycle** – Crystal Peach stated that she is keen to coordinate the Winter Wear Recycling program again this year, but requested assistance, mainly with sorting items day of the event – during Parent-Teacher interviews on Thursday, November 20 (afternoon and evening) in the school cafeteria. Vail's Dry Cleaning will partner again in collection of coats. Dawn Hare will prepare the large donation box for the school foyer. Crystal offered to collect clothing from the school and store until the event day. Collection of donations to start October 27th. Call for volunteers to assist with sorting items by gender and size at 11am November 20th-attendees to assist include Andre and Crystal, with others from PTA likely as date approaches. Additional volunteers will be required to supervise during distribution times afternoon and evening. **ACTION ITEMS:** Kathy to put in upcoming school newsletter – both volunteer and donation requests. Mike to request volunteers from Support Staff. Crystal will post on school Facebook page. Volunteer Coordinators – Erica and Julie can assist with soliciting volunteers.
- b. **Safe Arrival Program** - Kelly Hockley reported that program still requires a volunteer for every second Wednesday and Thursday. Discussion followed regarding possible use of the automated PowerSchool to support this safety initiative. **ACTION ITEMS:** Mike to look further into what the PowerSchool computerized phone system can do related to this.
- c. **Christmas Shopping Party** - Date set for December 5, 2014 – further discussion to be deferred until next meeting.

6. Old Business

- a. **Vesey's Seed Campaign** - Cheryl Lake and Sonja Bent reported a successful fall season fundraiser, with total sales of \$7651.90 and profit to PTA of \$3628 (after gift card sales prizes to students). Majority of bulbs sorted and delivered to classrooms today. **ACTION ITEMS:** Orders with missing items will be filled and distributed as soon as is possible. Free daffodil bulbs will be delivered to the school office tomorrow.
- b. **Family Movie Night** - Laura cited that event is scheduled for Thursday, November 6, 2014, with doors opening at 5:30pm for a 6:00pm start of the movie – Planes 2 in the school cafeteria. Admission will be via free-will offering. **ACTION ITEMS:** Danielle offered to coordinate canteen, with sales of juice, water, granola bars, apples and popcorn. Kathy volunteered to work at the door and will put in school newsletter. Mike will set up audio-visual system. Laura will post to Facebook page.



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7. Other

- a. **Meadowbrook** – clarified that sales receipts are to be collected at the store, but should families wish to drop off at school, may do so. **ACTION ITEMS:** Kathy to clarify in newsletter.

Next Meeting: *Tuesday, November 18, 2014*

Respectfully submitted,

Cheryl Lake
PTA Secretary – 2014/2015