**ÉCOLE BEAU MEADOW SCHOOL**

**Home & School Association Meeting Minutes**

**Oct 12, 2023**

***Attendees: Amy Laughlin, Jodi Netelenbos, Krista Atzesberger, Lana Schmidt, Jessica Smith, Niki Chwyl, Charlotte Bliss, Katherine Franko, Shelly McCubbing, Heather Lewis, Jolene Vandermeulen***

1. **Call to order *6:52pm***
2. **Review of Agenda**
3. **Review of the Previous minutes:**Sept 20/23
4. **Correspondence *none***
5. **Fundraising:**

**5.1 Fundraising request form**

* Google form for funding requests for school
* Review form

*School staff requests must be submitted through a completed google form outlining request. Form will go to Shelly, then discussed at the next meeting. Answers will be delivered by the next meeting.*

**5.2 BC apples Davids Apples**

* Cut off Oct 12
* Payment by credit card ( Amy will do this and than PFA will do a reimbursement cheque
* Delivery date Oct 25/26

*103 boxes sold. Final amount not available as of yet, but should be around $900.
Volunteers are needed to help on delivery dates at school. Oct 26 is PTI night.*

**5.3 Halloween Dance Oct 27**

* Cost per family
* Volunteers
* Concession Cost to restock? - to be discussed.
* Staff volunteer needed
* Gym is secured - no cost

*Fee this year will be $20/family. Families can pay via e-transfer or cash at the door. Parents must sign up through google form with student name, family name, and number of attendees so fire code is adhered to. Volunteers needed to help with concession, front door, supervision, and clean up.*

**5.4 Growing smiles**

* Start date
* Flyers sent home

*Launch will be after the apple fundraiser is complete. Delivery/Pick up date is Dec 5, 2023.*

**5.5 Craft Market Contact Lana**

* Nov 4/23
* Janitor fee $200
* Staff volunteer
* Raffle

*$50/table fee this year. Event will be 10-4. Raffle will be done again, also would like to advertise Raffle Box 50/50 - winner to be announced at the Christmas concert. Lana is looking to have child entrepreneurs in the lobby with their own tables at a discounted rate. Shelly to find staff members to attend the event as a BGSD employee.*

**5.6 Family Movie Night**

* Nov 24/23
* Flyer to be sent out
* Gym booked
* Janitor fee $200
* Concession?

*Looking to have flyers made by students.*

1. **Hot Lunch**

**6.1 Start date Oct 13**

* Text reminders from school

*Requested text reminders so more parents are aware of deadlines, etc.*

1. **Banking update**

**7.1 Change Home and School name to Parent Financial Advisory(PFA)**

* Fee is $25.00 *Vote: All in favour/quorum reached*
* Paperwork needed
* Need to order cheques for this new account

*Tabled until cost is known and name change is complete. Staples has more cost effective options vs the bank.*

*Name must be changed/approved through Alberta Registries.*

**7.2 School Council Fund**

* Transfer update

*Everything ready to go in order to transfer the funds from EBMS to PFA. Admin to prepare and execute.*

**7.3 Bank balances**

* Statements provided
* School $2176.87
* AGLC:$1884.78
* Other: $3704.00

 7.3 **Paypal account (Vote to set it all up)** *Voted: All in favour/quorum reached.*

* chair/treasurer will have access to this account
* Deposits into PFA account (motion)

*ATB and Jessica are currently investigating how to set up PayPal.*

1. **New Business**

8.1 New fundraising ideas (little caesars, costco)

8.2 *Fundscrip - gift cards. Costco.*

**8. Next Meeting**

***Meeting Dates as follows (2nd Thursday of the month after council meeting)***

***Nov 9***

***Dec 14***

***Jan 11***

***Mar 14***

***Apr 11***

***May 9***

***June 13***

**9.**  **Adjournment *7:41pm***