

**Our Lady Immaculate School Council Meeting Minutes
February 15.2017**

Attendance: Liz Greve (Principal), Diane Fritz (Co-chair), Jessica Mitchell (Co-chair), Anita Orsini, Michelle Garcia (Co-Treasurer), Anna Dalton (Secretary), Emily Pacheco, Lucia Lilbourne, Sonya Arruda, Michelle Callipari, Jill Zavitz, Sarah McLinchey, Andrea Bezaire, Nancy DaSilveira, Sarah MacGillivray

Regrets: Monica Ivan, Christa Rosser (Co-Treasurer), Melissa Van Geffen (Vice)

1.0 Welcome and Prayer: opened at 1803 with a prayer read together.

2.0 INTRODUCTION:

- 2.1 Review and Approval of Jan Minutes:** 1. Michelle Callipari 2. Nancy DaSilveira
- 2.2 Review and Approval of Feb Agenda:** 1. Lucia Lilbourne 2. Michelle Garcia

3.0 CO-CHAIRS REPORT –Diane Fritz & Jessica Mitchell; Vice: Melissa Van Geffen

- 3.1 Christmas dinner:** positive balance of \$98.39
- 3.2 NEW position:** we will add to next meeting's agenda for Michelle Callipari to have a few minutes each meeting to update us on anything. Michelle Callipari will be the Online Coordinator. She will assist the chairs and council with our online presence and help with inquiries we may have from parents
- 3.3 FDK open house:** Dates: March 24, April 24, May 23. 9:30 - 11:30 am. Michelle will be helping us, any others?
- 3.4 Commercial by students:** How things council has purchased has helped the classes. Some students in Mr. Corso's class are working on this
- 3.5 Chair newsletter:** Awareness/recruitment for council – give handouts out to TVNELP group at FDK open house
- 3.6 Legion poster contest –** see Principals report
- 3.7 Hot lunch:** Feb 24 - no juice with taco; later delivery for tacos of kids going to tubing
- 3.8 Fundraising:** Refund received from 3rd Wave for \$140.25
- 3.10 Email addresses:** New ones created. Users who access will sign a document. **Passwords are not to be changed.**

Christa Rosser Michelle Garcia	treasurer1.imm@outlook.com
Melissa Van Geffen Emily Pacheco Andrea Bezaire	LunchMilk1.imm@outlook.com
Michelle Callipari	OnlineCoord.imm@outlook.com

3.11 Libro Bank Account:

- a. Remove Jessica from signing authority on Parent Council Libro account as she will be connected to PayPal account for the online ordering
- b. Michelle Garcia filled out a form in December for authority on Parent Council Libro account - where are we with this?
- Therefore, summary of signing authority on the Libro account are as follows:
Christa Rosser, Michelle Garcia, Diane Fritz and Liz Greve**

3.12 Planning for 2017/18 year:

- a. Committees let us know by May meeting if you will not be on a committee
- b. September meeting already planned for September 13th. Finance will need to meet prior.

4.0 CO-TREASURER'S REPORT-Christa Rosser and Michelle Garcia: February budget summary
Handed out (appendix A) reviewed.

- Nancy inquired about increasing Grad budget – discussion around this and decided to table till next meeting

5.0 PRINCIPAL'S REPORT - Liz Greve:

5.1 FAITH:

- Father Sharp
- Video for Fr Pirt – done by Gr 2-3
- Church support with Let's Get Cooking Program (Lucia)
- Grade 8 Retreat April 28 6-11PM for Confirmation

5.2 COMMUNITY:

- Pin a Message – Starts Feb 21
- Email for council members-already discussed
- Photocopy cost concerns-big part of board meeting
- Legion Poster Contest Winners - 5 winners: Adam Thuss, Madison Watson, Christina Arruda, Aida Fritz and Martina Moniz.
- Yearly calendar-in draft form
- Belonging Survey
- Healthy School OSNP fundraiser
- Spectra award nominations from Grade 12 HCC were both former OLI students – Paige Boere and Connor Dalton
- OLI Alumni Wall of Fame: Nathan Beaulieu and Mike Stapleton

5.3 STAFFING UPDATE:

- Joining our staff – Mark Pereira/Jessica Terpstra(September)
- Departing – Teresa Regier

5.4 GOOD NEWS:

- Water Does Wonders Contest – water filling station coming.

5.5 EDUCATIONAL:

- PD Learning Sessions focus on math Feb 22
- Cross panel literacy PD Feb 21, 28 – working with high school
- Textbook Needs-short on some. Liz reaching out to other schools and trying to support all levels.

6.0 TEACHER'S REPORT–Maria Ott and Anita Orsini:

6.1 Basketball- The girls team is coached by Mrs. Roes and Miss DePonte. The girls have a game this Thursday and then they have playoff starting next week. The boys team is coached by Mrs. Smith, Mr. Hird, and Miss DePonte. The boys team is finished their regular season games and are awaiting playoffs next week. Sarah Brown and Ashton Peters were successful at the Free Throw Championship Tournament. The next round is February 11th.

6.2 Junior Hockey – Mr. Zwambag will be coaching the junior boys hockey team. He has put up a sign up sheet. To date only 14 boys have signed up.

6.3 Gymnastics- Mrs. Tunks and Mrs. Guay are the coaches for the Junior gymnastics team and Miss Eberhart, Ms. Drynan and Mrs. VanDenBelt are the primary gymnastic coaches. The teams have been selected and now they have regular scheduled practices. There are individual, group and mass event teams. The gymnastics meet is on March 7.

6.4 Mad Science-The children continue to enjoy the Mad Science program.

6.5 Mental Health- Students are invited to participate in the Mentally Healthy School Contest. This is a joint venture with the Thames Valley School Board. Children are invited to show what a mentally healthy school looks like, sounds like and feels like. Deadline for this contest is April 3rd. More details can be found on the school board website. Mental Health resources and contacts can be found on the school board website.

- 6.6 **Report Cards** went home on February 2nd. Parent-Teacher Interviews were on February 9th.
- 6.7 **Grade 8 Grad Photos** took place on February 8th.
- 6.8 **Rosary Apostolate** program continues in the school visiting the classes for all students from grade 1 to 8.
- 6.9 **Angelmans Syndrome Awareness Day** took place on February 22.
- 6.10 **Pin A Message** initiative starts on February 21st and continues for the remainder of the week.
- 6.11 **Family Day** is on Monday February 20th and so there is no school on that day.
- 6.12 **February 22** is Pink Shirt Day.
- 6.13 **French program activities** - Thursday, February 23rd is Carnival for FDK – Grade 2. River Valley Tubing for Grades 3-8 takes place on February 24th.

7.0 COMMITTEE REPORTS:

7.1 **Finance Committee- members, Liz Greve, Diane Fritz, Jessica Mitchell (A), Christa Rosser and Michelle Garcia**– no meeting-nothing to report

7.2 **Healthy Schools-Lucia Lilborne:**

- Lets Get Cooking program underway

7.3 **Parish Update: Lucia Lilbourne and Sarah MacGillivray:**

- Kindness bingo
- Reconciliation still prepping
- Pancake Day Feb 28
- Burning of the palms still going on
- Ash Wednesday March 1

7.4 **Fundraising – Kristen Ferreira, Emily Pacheco, and Sarah McLinchey:**

- **3RD Wave:** finally complete, the refund checks have been issued and product has been received and delivered to all outstanding recipients. 3rd wave has issued our portion of the refund as we provided us with an apology letter and a discount offer which we will not be signing on for. Noting all of the difficulties encountered with this fundraiser, we, the committee, do not want to engage this fundraiser again nor do we feel the parents of our school will either. We thank everyone for their patience and thank you to Diane for handling this to the bitter end.
- **SPRING FUNDRAISER:** The committee has been meeting to identify what our spring fundraiser should be and we are asking council for their input in selecting this fundraiser.

Option 1: Elmira Chicken

- Need \$1,800 net for free delivery or its \$1 per box
- Ran this fundraiser last year, did encounter some challenges
- We made approx. \$800.00 last year.
- Chicken was good and maybe more parents would purchase now that they know what it is and it is different from bean fundraiser and possibly mom's pantry?

Option 2: Mom's Pantry

- Do we want to do classic program or the dry-only? (show flyer)
- Classic program: average 30% or a little more. Most products are 30% profit, some are 40%, and some are 20%
- They will offer free delivery on the full program (dry & cold) for sales over \$1500. The dry program always has free delivery.
- Profits range from 20-40% (majority falling at 40% for dry), however given that Chicken will average around 15% profit, and will require us higher minimums for shipping, I wonder if it would be better to consider Mom's Pantry?
- In offering both Elmira and Dry, thought is that if we are increasing our workload to decrease our profit, by having to coordinate both fundraisers?
- In offering just Mom's Pantry, I wonder if it's too close to the bean fundraiser through healthy snack?

Any other recommendations/options proposed? Dates to run this?

INTERESTING FACTS: Participation Rates for Fundraising

- a. 2016/17 84 students sold smoothies - 25%

- b. 2015/16 129 students sold smoothies - 35%
- c. 2016/17 65 students sold 3rd Wave - 20%
- d. 2015/16 - 79 students sold Norcard - 22%
- e. 2014/15 - 88 students sold Norcard - 24%
- f. 2013/14 - 74 sellers sold Norcard - 20%
- g. 2015/16 - 33 students sold chicken - approx, there was a mess with this - 10 - 15%

Note: Hot Lunch we have 205 students in Term 1 = 60% of students get hot lunch / Term 2 207 students

7.5 Hot Lunch- Christa Rosser, Goret Salvador, Melissa VanGeffen:

- Feb 24 - no juice with taco; later delivery for tacos of kids going to tubing
- Term 3 – ready to go out

7.6 Milk Program: Andrea Bezaire, Michelle Garcia, Jill Zavitz: running smoothly

- Term 3 will go out with hot lunch – online debut

7.7 EVENT COMMITTEE : Melissa VanGeffen, Michelle Garcia, Emily Pacheco, Nancy

Da Silveira:

- **March 29 – Quarter Auction** - 6-9 pm. Will put on facebook page. Get vendors through Council members first then OLI community. Vendor tables
- **Battle of the Banda** – May 11th – will we have a silent auction again? Last year we brought in over \$1000.00.
- **Movie Night** - will NOT be rescheduling as too much going on right now
- **HCC presentation** – Joseph and the Amazing Technicolor Dreamcoat **May 2nd**

8.0 Hotlunches.net & Paypal overview:

- Hot lunch committee, milk committee, treasurers, co-chairs & Principal are requested to stay. Any other council members who would like to stay would be welcome to

Meeting Adjourned at 1917 with a Hail Mary; then watched video for Fr Pirt

Next Meeting: Wednesday April 5.2017 in the library

Our Lady Immaculate School Council Budget 2016-2017 February		
Budget Item	2016-2017 Budget	2016-2017 Spent
Buses (class field trips \$175 per clas	\$2,625	
Spirit Days (Carnaval, Play Day)	\$300	
Library	\$1,500	
Principal's Discretionary Fund	\$2,000	\$600.00
Musical Production	\$300	
Teacher Allocations	\$4,100	\$548.09
FDK - 2 classes \$200 x 2 [Teacher + ECE], 1 class \$300, gr 1-8 \$250 each)		
Music Department	\$200	
French Department (gr 1-4/5 \$200, gr 5-8 \$200)	\$400	
Learning Lab	\$200	
Athletics	\$500	
Chess	\$600	\$600.00
Guest Artists (\$500/division)	\$1,500	
Graduation	\$200	
Recognition (Retirement, Relocation, Bereavement)	\$500	
Total Budgeted Items	\$14,925.00	\$1,748.09
Benches		\$221.46 <i>*from last year</i>
Altar Materials		\$272.08
Total Spent		\$2,241.63
	ACTUAL PROFIT	PROJECTED PROFIT
Fundraising		
Milk Program #1	\$1,156.43	\$ 1,024.25 FINAL
Milk Program #2	\$0.00	\$ 1,425.00 <i>*based on 2015</i>
Milk Program #3	\$0.00	\$ 2,160.00 <i>*based on 2015</i>
Hot Lunch #1	\$2,848.96	\$ 2,521.00 FINAL
Hot Lunch #2	\$0.00	\$ 2,350.00 <i>*based on 2015</i>
Hot Lunch #3	\$0.00	\$ 2,385.00 <i>*based on 2015</i>
Harvestfest	\$725.57	\$ 248.25 FINAL
Samko Sales	\$55.19	\$ 200.00 <i>*based on 2015</i>
Rheo Thompson	\$2,236.02	\$ 3,980.00 <i>*based on 2015</i>
Third Wave	\$2,067.50	\$ 3,100.00 <i>Should be FINAL</i>
Movie Night	\$277.46	\$ 680.00 <i>*based on 2015</i>
Year End BBQ	\$0.00	\$ 1,170.00 <i>*based on 2015</i>
Total	\$9,367.13	\$21,243.50