

**Newcombsville PTA Meeting Minutes  
September 27, 2017**

**Call to Order:** 6:38

**Review Agenda:** Agenda was reviewed and no items were added

**Review of Minutes:** Minutes were sent by email back in June, but were not available at the meeting for review.

**Review of Financials:** Pam was not able to attend the meeting, so financials were reviewed by Eva Silver

- Income from June 1 – September 30 → \$1,197.15
- Expenses from June 1 – September 30 → \$ 628.88
- Other Expenses June, July, and August \$9.00 (bank charges)
- Bank Balance as of September 27 2017 \$8623.58
- Expenses to still deducted from this balance
  - \$4127 for pea gravel
  - \$600 for student bursaries
  - \$1000 for startup cost for teachers (approximately 10)
  - \$1800 for breakfast program 2017/2018 school year
  - This will give a balance of \$1096.58
- Blair motioned to approve financials, Allan seconded, minutes approved.

**Principals Report**

- Past and upcoming school events were reviewed
- Christmas concert dates
  - December 13 dress rehearsal
  - December 14 9:30 and 12:30 concerts
  - December 15 Storm date
- SAC
  - Ann Burgess is stepping down, will need a new chair
  - Nancy Greek has volunteered to be the community member
- Grade 4-5 pumpkin carving sponsored by the Best Western

**Old Business**

**Meadow Brook Meat Market Fundraiser**

- Pam can contact if PTA is interested in pursuing this fundraising idea.

**Pea Gravel / Playground Equipment Installation**

- New playground equipment has been popular with the students
- Pam needs an invoice for the pea gravel and installation costs

### **PVEC Bursaries**

- The PTA has received thank you letters and proof of enrollment from the two students receiving bursaries from the PTA
- Letters to be given to Pam so she can write their checks

### **New Business**

#### **Teacher Start Up Costs**

- PTA has traditionally provided \$100 for start up costs for teachers, Sarah moved to continue this for the 2017/18 school year. Tanya seconded. Motion passed.
- Pam would like a list of eligible teachers to keep track of who has and hasn't submitted receipts
- Receipts to be placed in an envelope with the teachers name on it and put in the PTA's mailbox in the staff room.
- Receipts to be submitted by November 2017

#### **Morning Breakfast Program**

- During the 2016/17 school year the PTA decided in lieu of breakfast boosters once a month that we would provide \$200 monthly to augment the school's breakfast program with yogurt and cheese
- Blair moved that we continue this practice for the 2017/18 school year, Tammy seconded, motion passed

#### **Yearbook**

- Blair has volunteered to create the yearbook again this year ☺
- Allan to check for new USB stick in the office for picture storage
- Teachers are to be reminded to think of the yearbook when taking pictures of class events.
- ? yearbook has an email account to send the pictures to

#### **Halloween Dance**

- October 20 from 6:30 to 8:30
- Open to all students in our school, but parents are encouraged to stay with primary and grade 1 students
- \$5.00 admission
- Water (donated by Sarah), chips (donated by Linda) and a glow stick will be provided.
- No facemasks or weapons
- Coloring table → ?long roll of paper to make a collage for October assembly
- Music Vanessa to ask Justin if he would be interested in providing the music again

#### **Christmas Craft Fair**

- November 4 10-2
- 24 tables at \$15 per table

- PTA to have bake sale table
- Vanessa is the contact for table booking, she has the list of vendors from last year and will make contact
- Volunteers will be asked to sign up to cover canteen, bake table, and tickets
- Canteen
  - Hotdogs
  - Coffee, tea, hot chocolate, water, juice boxes
  - Baked goods
- Door prize
  - Small donation from all tables
  - Last year tickets were free, but many people asked to pay. This year \$0.50 per ticket.
- Lottery Tree
  - Note to be sent to staff asking for donations of lottery tickets

### **Christmas Raffle Tickets**

- In the past have done a seafood raffle
  - 1<sup>st</sup> prize 10 lbs of lobster
  - 2<sup>nd</sup> prize 5 lbs of scallops
  - 3<sup>rd</sup> prize 5 lbs of haddock
- Need lottery permit
- In the past prizes have been donated
- PTA needs to look into potential donations
- Tickets are normally \$2 each or 3 for \$5

Next meeting October 17, 2017 at 6:30

Meeting adjourned at 7:35PM