



# St. Gabriel School Parent Council

585 Signal Road, Fort McMurray, AB, T9H 4V3

EMAIL: [stgabrielpc@gmail.com](mailto:stgabrielpc@gmail.com)

## **Minutes – May 24, 2017**

6:30pm School Staff Room

This meeting was called to order at 6:53pm with an opening prayer done by Everyone.

### **In attendance:**

John Barfoot, Sarah Dube, Jody Boyle, Gayleen Sinclair, Susan Wilkie

The minutes from the April 5<sup>th</sup> 2017 meeting were approved by Gayleen Sinclair and seconded by Susan Wilkie.

### **Principal's Report**

The board overspent the budget this past year because staffing numbers were not reduced to reflect the decline of students. There was approximately 400 students less so there will be a realignment of staffing for next year. About 75% of parents/ guardians responded to the Principal's email surveying whom was anticipating to return to St. Gabriel next year. The majority expressed they would be staying. Therefore, it is anticipated that our student numbers will remain the same and the tentative class configuration is as follows: one EEP AM, one EEP PM, one K AM, one K PM, one grade 1, one grade 1/2 split, one grade 2, two grade 3, two grade 4, two grade 5, two grade 6.

Mr. Barfoot thanked Parent Council for everything they did this year. He requested the Financial Statement and Year End Report from Parent Council so that he can submit it to District.

There has been an update to the school supply list. The government has made it a policy that schools can no longer ask parents to pay for pooled resources. These are items that are collected and then shared. Therefore, the school is covering most of the supplies for the younger grades because those items are shared and not individually marked with student names. As well, the school can no longer charge for agendas or field trip transportation. The teachers have expressed that they want agendas that have the pocket which is approximately \$2000. The Principal suggested that these might be items for Parent Council to cover. There was discussion on whether or not there are other materials/ technology that could be used instead.

### **Chair Discussion**

#### **Volunteer Update/ Parking Permit Volunteer Draw**

Apples for Apple School has volunteers for the remainder of the school year; however, there are still volunteer opportunities available for the Walk-a-thon and AR Picnic. Currently for the Walk-a-thon 2 of 6



# St. Gabriel School Parent Council

585 Signal Road, Fort McMurray, AB, T9H 4V3

EMAIL: [stgabrielpc@gmail.com](mailto:stgabrielpc@gmail.com)

positions are filled and for the AR Picnic 1 of 6 positions are filled. There might also be volunteers required for a smoothie/ popcorn day if the students meet their fundraising requirements for the Walk-a-thon. Jody Boyle was drawn for the School Council parking pass permit from May 25<sup>th</sup>- June 29<sup>th</sup>.

## **Gabe's Groceries**

With the end of the school year approaching the Gabe's Groceries program was reviewed. It was determined that due to underutilization that we would not continue the program into the next school year and any remaining food items would be donated to the Fort McMurray Food Bank at the end of the school year. Instead it was suggested to support the new breakfast program that will start next year. Any remaining gift cards from Gabe's Groceries will be put towards supplementing the breakfast program. It was suggested that if food donations are required from parents/ guardians then certain foods will be specified by grade so that we don't get overwhelmed with lots of one type of food.

## **Lessons Learned – Spring Fun Afternoon**

Was a success and enjoyed by students. There were a few suggestions of things to do differently next time:

- i. Layout – Option 1) Have everything in the gym then the volunteers can help where help is needed and provide better supervision or Option 2) Have all the crafts in each classroom and divide the kids into groups with various ages so that the older students can help the younger students and this would reduce kids wondering around.
- ii. Volunteers - 6 volunteers was not enough – maybe look into cancelling if we don't have at least 8 volunteers
- iii. Type of Crafts - Have only 2-3 simple crafts that require less assistance. There are left over wood baskets, magnets, and string art for next year. The other crafts were made available to staff to take on a first come first served basis.
- iv. Just Dance Activity - Need a volunteer with knowledge of the computer system to work the computer or simply don't do this portion and have the kids go straight to crafts and therefore eliminate students running around.
- v. Snacks - Are not necessary; bottles were being thrown, apples were only half eaten and thrown out, and granola bars were popular but are not a lactose friendly choice.
- vi. Duration – Could be shorten to 1 hour.

## **ASC Conference & AGM**

We were not able to do a proxy vote because no other school attended. Outcome of resolutions and board members is available on <http://www.albertaschoolcouncils.ca/?page=AGM>

## **Christmas Store**

The contact was signed and submitted by the deadline. The date for the Christmas Store will be December 6-8 and the tentative shipping date is on November 20th.



# St. Gabriel School Parent Council

585 Signal Road, Fort McMurray, AB, T9H 4V3

EMAIL: [stgabrielpc@gmail.com](mailto:stgabrielpc@gmail.com)

## **Walk-a-thon**

Letter and pledge envelopes went home this week. Culligan made a donation of water bottles and will deliver them on June 6<sup>th</sup> at 10am. More parent volunteers are needed as only 2 of 6 positions have been filled. There was discussion if a prep rally like the one St. Martha's just had was necessary and it was agreed to keep it low key and inform teachers of how things are going to be done. Jellied bracelets have been ordered and received from Smile Makers Canada.

## **School Supplies - Staples**

District provided the new school supply list. Sarah met with Staples and decided to do what most of the other schools were doing. This included going with the same materials in the kits, \$3 profit per kit, and not including EEP and K. By doing the same kits as other schools it will allow parents/ guardians to buy from the extra kits from Staples after our deadline. The profit amount per kit was reduced from previous years to reflect the reduction of supplies on the list. EEP and K were not included because those supply lists have minimal materials for purchase and it was not economical when factoring in the cost of the handbag and fundraising amount per kit.

## **Organic Box**

Organic Box was brought forward as a potential fundraising program. Families can sign up for a membership and orders are delivered to the school or home. \$4 per order is donated to the school and other perks of the program include organic box providing fruit snacks for teachers weekly, fruit/ gift card for a school event, and a popular school program twice a year. A minimum of 25 orders are required per week on average. It was decided to see if there is enough interest to meet the minimums. Sarah will email/ FaceBook the information and request responses for those who are interested.

## **Bulletin Board**

The next bulletin board will be to promote the Staples School Tools and AR Picnic.

## **PAT Snacks**

Nutrigran and Quaker granola bars, water, and bananas were provided for the May PAT. There is enough water left for the remaining PATs but more granola bars will be required closer to the dates. Remaining PATs are on June 19, 20, 22, 23.

## **AR Picnic**

The Accelerated Reading Picnic is on Tuesday June 27<sup>th</sup>. A letter with a food choice slip will be sent to teachers to fill out with the students 2 weeks prior to the date. The deadline for teachers to hand in the slips will be a week before the date. Parent volunteers will be required to pre-make and package food choices in the morning so that it is easier to distribute at lunch time. Only 1 of 6 positions are filled. Sarah went to Independent Groceries to pre-order the meat and they carry for Blue Menu Tomato Basil Turkey & Chicken. It was agreed not to do the Tomato Basil Turkey. Gayleen will look into other options at Save-Ons. It was also agreed to promote bring your own drink. The remaining supplies will be picked up after totals are tallied the week before. Sports Day is scheduled for June 26<sup>th</sup> but if weather doesn't permit then June 27<sup>th</sup> is the backup day.



# St. Gabriel School Parent Council

585 Signal Road, Fort McMurray, AB, T9H 4V3

EMAIL: [stgabrielpc@gmail.com](mailto:stgabrielpc@gmail.com)

## **Teacher Appreciation**

An email was sent out to all Class Parent Reps with optional ideas to organize a class teacher/ aid appreciation item. EEP AM is organizing something and grade 2G and 5R have something completed. Otherwise no feedback received from other classes.

## **Year End Report**

Year End Report was provided. It covers what we did all year and reflects the lesson learned which were discussed at the previous meetings.

## **Bylaws**

The proposed revisions to the Bylaws was reviewed. A change was suggested to make to 1 e) to be a staff member as appointed by the Principal rather than 1 teacher. These revisions will be presented at next years' AGM. Sarah will look into the timeframe requirements for the AGM next year.

## **Remind App**

The Remind App will be used next year to replace class contact lists and parent council email distribution list. Therefore, no Class Parent Rep is required to collect or distribute parents' personal information in order for Parent Council or parents to be in touch with one another. Class Parent Reps can be added as class owners to manage the group. Will give parents the option to have texts or emails sent to them and download the Remind App to communicate to other members of the group. Information about this program is to be included in the parent council introduction letter which is set to go out in the first two weeks of the 2017-18 school year. If possible will have sign up available electronically at meet the teacher night.

## **Welcome Back to School**

To welcome back our parents/ guardians we will host a Welcome Back to School with coffee, tea, and fruit. It was agreed that the first day of school for grades 1 to 6 is too busy for parents to organize or volunteer for this event; therefore, it will be on the later of the two dates – EEP or Kindergarten first day of school. As well if time and weather permits chalk grade photo places will be on the sidewalk for parents and students to use for photo opportunities on the first day of school.

## **Dieleman Fall Catalogue Fundraiser**

It was agreed to do the Dieleman Fall Catalogue Fundraiser so that the delivery is the week of Nov 20<sup>th</sup>. Catalogues are to be handed out September 28<sup>th</sup> and a deadline for forms to be submitted by parents will be October 11<sup>th</sup>.

## **Treasurer Report**

The end of April statement is as follows:

Account balances:  
\$10,906.14



# St. Gabriel School Parent Council

585 Signal Road, Fort McMurray, AB, T9H 4V3

EMAIL: [stgabrielpc@gmail.com](mailto:stgabrielpc@gmail.com)

First account - \$8,762.14

Second account - \$2144.00

Approximately \$800 is still to clear.

## **Closing Comments and Round Table**

A thank you card from St. Anne's School was received thanking us for our donation to the Rotary Music Festival Choir Scholarship.

Sarah thanked everyone for their support during her first year as co-chair. She also announced that she would not be putting her name forward for co-chair next year but anticipates to be highly involved in parent council.

Meeting adjourned at 8:22pm