

**PTP Minutes**  
**September 12, 2023**

**In Attendance:** Kyla Burry (Co-Chair), Tabitha Wadden (Co-Chair), Tom Cleary (Principal), Chris Dawson (Vice-Principal), Cindy Ng (Teacher), Tenaya Gagne (Parent), Allie Thibault (Parent), Tracey Cochrane (Teacher), Julia Lewis (Parent), Kim Yochoff (Parent), Hazel Kara (Parent), Amy Casy (Parent), David/Lu Li (Parents), Lindsay Burns (Parent), Alison Pettipas (Parent)

**Regrets:** Sonja Marfels (Teacher), Shannon MacLeod (Teacher), Mariah Retieffe (Parent), Kelsey Johnston (Parent)

Meeting called to order by Cindy Ng at 6:33 p.m.

1. Approval of previous minutes:
  - a. Motion to approve - Kim Yochoff
  - b. Seconded - Tenaya Gagne
  
2. Previous year-end financial update:
  - a. Financial balances:
    - i. General PTP: \$2,514.76
    - ii. Read-a-thon: \$0 (fully spent on books!)
    - iii. Activity-thon: \$13,725.18
      - Bikes donated by PTP for this fundraiser (\$632.48)
      - Balance remaining \$13,082.72 was applied to allocate \$100/teacher for 37 teachers, \$7,808 to purchase new Ipads, purchase supplies for end-of-year ice cream social, and grade 5 t-shirts
      - Decided to allocate an additional \$350 from remaining funds to purchase new books for pre-primary classrooms (teachers to come up with a list of books to purchase and distribute through classrooms).
      - Remaining balance of \$400.52 from Activity-Thon to be moved to the PTP-General account as start-up fund for 2023-24 year (brings general account close to ~\$3,000).
  
3. Vacant position nominations & vote:
  - a. Fundraising Chair
  - b. Social Events Chair
    - i. Idea could be that these would act as a sub-committee & not just one person.

- ii. Other option could be to spur off on a 1-by-1 basis for events (example: Person would bring a proposal to the PTP on idea, budget, plan/logistics, etc.).
  - No volunteers and no nominations were made for these roles at the meeting.
4. 2023/24 School Year Brainstorming / Ideas:
- a. Goal is to improve communication with school community
    - i. PTP section of website to be updated and a widget will be added to homepage for more visibility. Page to be kept updated with upcoming events through the school year.
    - ii. Come up with a list of events for the year and share with school to encourage volunteers and allow people to plan in advance.
  - b. School nights booked (available for events outside of school hours):
    - i. September 21 (previously curriculum night - determined too soon to plan anything and will not use).
    - ii. October 26
    - iii. December 12/13 - Winter concerts in afternoon
    - iv. February 8
    - v. April 16/17 - Spring concerts in afternoon
    - vi. May 9
    - vii. June 6
  - c. Fundraising & Event ideas:
    - i. Grade 5 event (discussed possibility of early in the year or towards end of year).
      - Dance (for grade 5s only)
      - Ask CPA Leadership to help plan/run an "Event Day" for the Grade 5s (similar to a field day).
    - ii. Holiday Bazaar (students bring in donation items from home and then can come and purchase gifts for their family/friends for a set price each ex. everything for \$1 or \$2).
      - *Would need to ensure that anything left over is removed from the school and brought to a donation centre.*
    - iii. Read-a-Thon
      - Discussed the possibility of doing earlier in the year in September but decided insufficient time to organize. November or January (aligns with literacy week) would be more feasible.
    - iv. Activity-thon
    - v. Bake sale
      - Split into multiple days by grade.
    - vi. Movie night
      - Would be free for families to attend movie and PTP would host a canteen with snack options for purchase (ex. Chips, pop, water, candy bags, popcorn).
      - **Determined to have on October 26.**

- Will have staggered start times with age appropriate options (ex. 5:30 / 6:00 / 6:30 each showing a different movie/show).
  - **Planning committee to be Tabitha Wadden, Tenaya Allison, and Allie Thibault.**
  - If successful, could host another in the new year (February).
  - vii. Haunted school night
    - Would be best held in modular.
  - viii. Spring Fling
    - On radar but PTP may be better equipped in next school year (2024/25) as the committee needs to build more volunteers.
  - ix. Cookie dough / Frozen pies / Wreath sales / Wrapping paper
  - x. PJ days
  - xi. Bingo night
  - xii. Events brought into the school
    - Cultural events / Presentations by not-for-profits.
    - Capacity challenge: Cannot bring the whole school into the gym at once.
5. Next meeting October 10 from 7:00 to 8:00 p.m. in person.
- Tracy Cochrane volunteered her classroom (#311 in Modulars) for the meeting.
  - Will decide on plans for the remainder of the year.
  - Bring ideas for events / contacts for people to bring into the school for cultural events.
  - Staff wish list.