

PTP Minutes
November 21, 2023

In Attendance: Tabitha Wadden (co-chair), Tom Cleary (Principal), Cindy Ng (Teacher), Allie Thibault (Parent), Julia Lewis (Parent), Kim Yochoff (Parent), Alison Pettipas (Parent), Shannon McLeod (Parent/Teacher), Shannon Cox (Parent), Tracy Cochrane (Teacher), Sonja Marfels (Teacher)

Regrets: Kyla Burry (co-chair), Hazal Kara (Parent), Lindsay Burns (Parent)

Meeting called to order at 6:37 p.m. by Tabitha Wadden.

1.) Approval of previous minutes:

- Motion to approve by Shannon McLeod.
- Seconded by Allie Thibault

2.) Hallowe'en Movie Night Recap

- Overall felt to be a success - Good turnout, brought community together, children had fun.
- Few glitches:
 - Need better sound system for gymnasium (difficult to hear)
 - Technical issues as computers reset at 6 p.m.
 - Some parents were not with their children.
- Ideas for improvement next time:
 - Have room marshalls in each room.
 - Make announcement prior to start about expected behaviour (noise level, off-limits areas, etc.).
- Funds raised: \$1,541.55 + \$15.30 (recycling deposits)
- Costs: \$450.80 popcorn machine + \$375.10 snack foods purchased + ~\$31.00 additional oil & popcorn
- **Total profit = \$657.67** - to be applied to support upcoming cultural events
- **Total PTP cash on hand = \$2,654.34**

3.) Holiday Bazaar Preparation:

- Sign up website has been prepared; Tom to send out in email to families this week and add to website.
- To be held December 6-8 - 2 shifts of 5 volunteers each:
 - Times: 9:30-11 / 11:30-2
 - Roles: Assist students to purchase/select (x2), cash payment (x1), wrappers (x2)
 - No criminal record checks, etc. required for parent volunteers for this.
- 2 classes to visit at a time.
- Pre-primaries to be included.
- Donations are coming in, to be held in PTA room upstairs.

- Set up to take place the day before / tear down to take place immediately following end of bazaar. Any items remaining will be donated.
 - **PTA meeting on December 5 to be used to assist to set up bazaar.**
- Number of items to purchase per student will depend on the number of items donated.

4.) Basinview Clothing:

- Email was sent out to families last week.
- Orders by December 8 to be included in bulk order and will arrive pre-Christmas.

5.) Read-a-Thon preparation:

- To be held January 22-26
- Idea from Tom - invite community members as special readers (ex. Firefighters, mayor, police, etc.).
 - Post on facebook page / twitter to seek interested individuals

6.) Other items discussed:

- PTP minutes haven't been posted to website, staff members not receiving information until the same time as students/families.
 - Sonja to ensure minutes are being shared going forward.
- Future ideas:
 - Tom's friend/previous colleague is a DJ and could potentially provide services at a discount (possible end of year event/dance) - would need advance notice to check availability.
 - Hold coat drive
 - Ask for food donations for entry to future movie events/other events.
- Tom to solicit staff for requests in meeting on November 23.
 - Idea for future use of PTP funds: movie licencing (up in December) or other online programming (mystery science or brain pop).
- RBC grant request has been submitted by Jenn Koegan.
 - \$1,500 for new sound equipment for gym.
 - Volunteer time to be applied to bazaar.