

# Evergreen Home & School Association Monthly Meeting

**Date:** Tuesday, December 13<sup>th</sup>, 2016  
**Location:** Evergreen Elementary School - St. Lazare  
**Present:** Margaret Grant, Monique Szabo, Jennifer Gilligan, Romanie Vernham, Marie-Eve Frenette, Pam Gareau, Christina Ambert

## Minutes

### 1.0: Opening of Meeting and Introductions

Meeting was opened officially at 7:02 pm by Monique.

### 2.0: Agenda - Additions (to this agenda) and adoption of agenda

Motion to adopt agenda by Romanie, Pam 2nds.

Addition to the agenda, 6.8 Helping our Own

### 3.0: Approval of Minutes

Minutes approved by Romanie and Pam.

### 4.0: Reports

#### 4.1: Treasurer

Romanie provides year to date overview. A new line has been added to the budget: Universal Design Learning Fund. Pam puts forth the motion to allocate \$500, AU (see 4.2 and 6.2 for further info).

#### 4.2: Principal

Thank you to the volunteers who helped at the Scholastic Book Fair and Grad Bake Sale. \$4000 was raised to buy books for the classrooms and the grads raised over \$600 in bake sale. Le Pont Bridging food drive was another huge success, over 35 boxes of food was collected. A large part of the school budget has been spent to refurbish seven smart boards within the school. A grant has been applied to upgrade/convert classrooms to Universal Designed Learning (UDL) classrooms. Evergreen has the second highest number of special needs students within the LBPSB.

#### 4.3: Teacher Representative

Mme. Marie-Eve thanks everyone for the English books. Thank you the hospitality gifts. Last week of school before Christmas break the staff will be planning activities for the students. French musician Alexandre Belliard performed for the students as part of Culture in Schools, all the kids (grades 3-6) loved his music and were really happy to have this guest.

#### 4.4: Governing Board

Next meeting is in the new year. Budgets were proposed and approved for the daycare (investing in new toys/equipment) and the school (new blinds in the classrooms, \$200 for each teacher for new books/resources and new couch/carpet in the library).

#### 4.5: Membership

N/A

#### 4.6: Coordinators

##### 4.6.1: Grad

N/A

#### **4.6.2: Fundraising**

Spring Fundraiser tabled until a specific initiative is presented. Chocolate bars will likely be the item being sold. Romanie suggests we need a bigger plan for the funds in our account before committing to another fundraising campaign. Ms. Grant suggests an upgrade for the senior yard. An Outdoor Enhancement Sub-Committee needs to be formed, Romanie and Christina to chair the committee. Pam puts forth the motion to form sub-committee, Jen G 2nds.

#### **4.6.3: Evergreen Clothing (Gym Shirts /Spirit Wear)**

Spirit wear ordering will be added to the website and the first campaign will run in the new year.

#### **4.6.4: Hospitality (Christmas)**

N/A.

### **5.0 Old Business**

N/A

### **6.0 New Business**

#### **6.1 Kiss N Drop**

All going well with Kiss n Drop, there's been an improvement since Ms. Grant sent out email re: protocol and reminders to parents. Three volunteers helps things run smoothly.

#### **6.2: Teacher's Wish List (Review and Approvals)**

See attached report included in email with most current information.

Resource department is requesting to purchase a teardrop cocoon swing which is used to help children during a meltdown. Ms. Grants asks if Home and School could cover ½ the cost. Total cost is \$500. Pam puts forth the motion to cover \$250 toward the purchase, Romanie 2nds, AU.

#### **6.3: Pancake Breakfast / Holiday Event**

Confirmed for December 23<sup>rd</sup>, sign up for volunteers to go out during the week.

#### **6.4: Web Page**

Pam gives an update on web site including stats/numbers (how many users, sessions, views, etc.). Lots of pizza orders came in via the web. Slight hiccup with PayPal since we are not for profit (needed to provide specific documents, signatures, etc) but issue should be sorted shortly.

#### **6.5: Evergreen Parents Page (Facebook)**

There's been issues with the Facebook page and the type of posts. Intention of the page was to inform and for info sharing but has turned into a place of complaints, rants, etc. Decision was made by the Home and School execs to change the format to strictly Home and School info. Disclaimers and page changes were posted to inform all members.

#### **6.6: Turkey Raffle**

No turkey Raffle this year.

#### **6.7: Spring Family Event (2017)**

Monique will reach out to volunteers who signed up for Family Events. Possible movie night to be planned.

#### **6.8: Helping our Own**

Two families are in need of gym shirts. Pam motions to use \$70 from Helping our Own, Christina 2nds.

**7.0 Varia / Questions**

N/A.

**8.0 Next Meeting / Adjournment**

Next meeting February 7<sup>th</sup> at 7:00, grad meeting at 6:15.

Christina motions to adjourn meeting at 8:40, Pam 2nds,, AU.

\*AU = Approved Unanimously