



## Ecole JE Lapointe Parent Advisory Association (Fundraising) - Minutes

February 21, 2024

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**Attendees:** Sean Flanagan, Laura Newell, Christine Thorne, Niki Chwyl, Jen Dubois, Taralyn Friesen, Keith Chizen, Leana Didier, Karrie Gomez

1. **Call to order:** 6:23 pm
2. **Review of Agenda**
3. **Adoption of the minutes from January 10, 2024** – *Motioned by Karrie, Seconded by Tara, Carried*
4. **Correspondence:** None

**5. Old Business:**

**5.1. Year End Food Trucks Event – May 29<sup>th</sup>**

- 3 trucks have been booked: Big Wayne's Mini Treats (donuts), Kona Shave Ice, and Jo's Kettle Corn
- My Scoop (ice cream/desserts) requires a \$50 surcharge to book.
- Still looking for 2 or 3 more trucks to attend the event.
- Serena was wondering about having a local vendor/business set up a tent or table. No issues, but the vendor(s) must be AHS approved.

*Motion was made to approve the \$50 surcharge for My Scoop. Motioned by Jen, Seconded by Tara, Carried.*

**5.2. Staff Appreciation Event – June 27<sup>th</sup>**

- Karrie reached out to Original Joe's and they are unable to provide food for this event.
- Karrie is looking into doing what she did last year – ordering soup from Jef's Cafe and picking up sandwiches from Costco noting that vegan and gluten free options are needed for staff.
- Karrie is no longer able to organize this event. Leana will take over the role with assistance from Jessica on the day of the event.

**6. Reports:**

**6.1. Financial Report:** Financial Statement from January 2024 was presented

**6.1.1. PAA Account**

Current balance - \$28,832.00  
Cheques not cleared/funds approved - \$14,536.05  
Available funds - \$14,295.95

**6.2.2. Casino Account**

Current balance - \$7,122.96  
Cheques not cleared/funds approved - \$4,200.00  
Available funds - \$2,922.96

- The school received a donation from the Philip Oh Foundation, in the amount of \$10,000. \$8,000 was put towards Chromebooks and \$2,000 is earmarked for athletics.

- The PAA committed 4,200.00 for Chromebooks, but the invoice is expected to be \$3791.50. The school purchased 40 Chromebooks instead of 30, at a total cost of approximately \$12,000, as a result of the donation from the Philip Oh Foundation.

**6.2. Hot Lunch Report:**

- Karrie will be stepping down as Hot Lunch Coordinator next year and is looking for someone to take over the role.
- The Hot Lunch program website renewal cost is \$350 - \$50 early bird discount = \$300 + tax = \$315 total.

Motion was made to approve \$315 for the Hot Lunch website renewal fee. *Motioned by Christine, Seconded by Leana, Carried.*

**6.3. Fundraising Committee Report:**

**6.3.1. Brave Fox Coffee**

- This fundraiser will not proceed this year.
- Niki proposed doing a fundraiser selling BMR Greenhouse gift cards; \$25 gift card with \$5 from each card returned to the school. This fundraiser was supported, and Niki will take the lead.

**7. Casino:**

- Proceeds received May 16, 2022; to be spent within 36 months. Slotted for a casino in Q3 of 2025.

**8. New Business:**

**8.1. Grade 9 Farewell – Treat Day – May 22<sup>nd</sup>**

- Last year's treat was ice cream sundaes; budget was \$500 (approx. \$400 was spent).
- There are 173 Grade 9 students this year.
- Christine has offered to organize and Niki will help again.

Motion was made to approve a budget of up to \$750 for the Grade 9 Farewell Treat Day. *Motioned by Keith, Seconded by Karrie and Leana, Carried.*

**9. Next Meeting:** April 10, 2024 at 6:00 pm

**10. Adjournment:** 7:00 pm

Action Items #	Description	Recommendation / Action	Responsible	Expected date of Completion
1.	Food Truck Event	Source a few more food trucks and determine the offerings/pricing.	Niki, Jessica & Serena	April 10 <sup>th</sup>
2.	Staff Appreciation Event	Source a vendor and determine the menu/pricing.	Leana	June 27 <sup>th</sup>
3.	Grade 9 Farewell	Determine treat and pricing.	Christine & Niki	May 22 <sup>nd</sup>
4.	BMR Gift Card Fundraiser	Confirm dates and include details in school communication.	Niki	April 10 <sup>th</sup>