Caldwell Street School Council Meeting Minutes

November 22, 2022

6:30pm at Caldwell Street PS (Learning Commons)

1. **Meeting Details**

Chairperson: Lori Bolton

Secretary: Amanda Gaudet (absent)

Date: November 22, 2022

Start Time: 6:33 pm

Location: Learning Commons at Caldwell Street PS

1. **Attendance**

Lori Bolton (PAC Chair) – Present

McKenzie Alain (PAC Vice-Chair) – Present

Joanne Woodhouse (Treasurer) – Present

Wilson Parks (Principal) – Present

Susan Olsen (Vice-Principal) – Present

Nicole Dunn (EA Rep) – Present

Aimee Lukenda (Teacher Rep) – Present

Bella Stoneman (Parent) – Present

Sylvia Adrain (Parent) - Present

1. **Call to Order**

Lori Bolton circulated last month’s minutes. Lori asked that one change be made. Minutes changed: Christmas Angel Tree states that Lori Bolton will look into this, and it is to be changed to Bella Stoneman.

Motion to pass last month minutes by Lori Bolton. Bella Stoneman, Seconded by McKenzien Alain. Unanimously passed.

1. **Fundraisers**

**School Clothing**

ProDecal in Perth: Has done jerseys for the school before. Asked pricing for t-shirts, hoodies, caps and toques. Two options for printing logos; solid colour of yellow or blue and white logo. More colours increases the cost. One colour logo would be more durable, and less expensive. Single tone print, after taxes would $21.64 for a t-shirt. Hoodie 1 tone single colour logo $36.33 children sizes, adult sizes available if needed. Toques $24.30 and hats $23.17, 1 size fits all.

Digital t-shit 24.30, hoodie 38.99.

DM Designs: 2 types of printing. Youth t-shirts $15.00, youth hoodie $38, toque $18, other listed prices for variations.

BBMT Custom Creations: prices included. Another concern about business, but clarified that invoice has been sent, and storefront is there. T-shirt $12 or $15, Hoodie $37 or $42 before tax.

Mark up would be looking at rounding up to an even number. Suggestion made to keep it at a reasonable price so that we can use it to help promote the school in the community. We want to focus on t-shirt, hoodies, and a hat.

Next step: McKenzie will ask for quote from BBMT for caps. Confirmed the ‘C’ for the cap. Confirm pricing from BBMT for youth t-shirt, youth hoodie, and cap. Check to see if we can have sample sizing for children to try on, and include a measurement chart.

Proposed timeline is to have the order forms ready for the parent council meeting February 21st. Order forms due March 10, orders submitted, and that gives 4 weeks before Easter.

**Gift Card Drive for Interval House and Children’s Services**

Gift card drive started November 21 and runs until December 9. These cards will be divided between the two organizations. Gift card suggestion were groceries, Netflix, gaming, and Walmart.

**Food Drive**

Conversation to consider food drive after the holidays in January. Consider doing something to engage students in January.

**Book Donation**

Conversation to attach to Earth Day timing of the year.

**Caldwell Street Holiday Market Fundraiser – Bella Stoneman**

Email drafted, and a list of volunteer times. Sign up for volunteers could be done by google docs. Email read to group. December 13 and December 14 Marketplace 9:15-3:15, small gifts $1.00 or $2.00 per item. Collecting new and like new items, bring in donations to teacher or at the front office. Donations received November 28 through December 9. The space in the school would likely be the Learning Commons. We would ask for a volunteer to come each day for a short period of time to move items to a designated space. All leftover items will be donated.

Anyone coming in to volunteer with need to have Vulnerable Sector check completed and at the office.

Nicole Dunn EA will volunteer the first 5 days of item collection starting November 28.

**Restaurant Fundraisers – Amanda Gaudet (absent)**

No update.

**Otterbox Vote**

Lori Bolton called a vote for Otterbox for the school iPads. Lori Bolton brought forth for voting, and unanimous vote in agreement to order Otterbox approximately $550.00. Purchase will be placed by Principal Wilson Parks with Financial Assistant.

**What is the fundraising supporting?**

Discussion surrounding what should fundraiser efforts be focused on. Knowing what the fundraiser is going to can help families donate.

Suggestion to connect with families to let them know what Parent Council is fundraising for, and what Parent Council has purchased.

**Caldwell Street Parent Council Email**

Lori Bolton will try again to check the emails in this account. This email was issued last year as a way to contact Parent Council, and need to know if Parent Council can access the account.

1. **Principal’s Report – Wilson Parks**

Review attendance numbers. Absences of 30% or greater need to be reported to the public health unit. We have seen an increase in illness.

Thank you to all parents and families for navigating uncertainty with the labour disruptions.

Reviewed activities coming up in December.

1. **School News Update – from Aimee Lukenda and Nicole Dunn**

Student council is fundraising for outdoor recess equipment. Popcorn fundraiser is coming up.

Letters to the military have been sent along, and looking forward to feedback from this.

1. **Treasurer**

Inquiry about Mabel’s Labels.

We will need Treasurer help after Festive Market to count and process funds.

1. **Adjournment**

End of Meeting – 8:05 pm

Next Meeting – January 24, 2023 6:30pm in Learning Commons