

Meeting of the PFA
Sturgeon Heights School
May 27, 2019

Present: 10

1) Call to Order

Crystal called the meeting to order at 7:51pm.

2) Additions to the Agenda

Lyndsey Baron moved to accept the agenda as circulated with the change of moving the Hot Lunch Report to prior to the Admin Report. Tanis Gardiner seconded.

3) Approval of Minutes

Stephanie Cordova moved to accept the minutes as presented. Melissa Knezacek seconded.

4) Hot Lunch Report

Stephanie Cordova and Angela Baldwin presented this report. It was decided that we would stay with the same database as it gives us more autonomy and is preferred by many restaurants that we use. Stephanie plans to set all the hot lunch dates for the school year at the September meeting and hopefully we can then also pre-book a space for sorting the orders to avoid having to use spaces like the Nest.

5) Admin Report

Mrs. Requa presented the Admin Report. The jersey quotes came back as a total of \$2,602.80 for 24 volleyball and 24 basketball jerseys. The jersey totals are comprised of 12 of each for Sr. Boys and 12 of each for Sr. Girls, the junior teams will inherit the current senior team jerseys.

Katie Richter moves to pay the full cost of the jerseys as quoted. Stephanie Cordova seconds. Carried.

Mrs. Requa will look into badminton jerseys/shirts as it was raised that it would be nice to have a uniform for those athletes as well.

There is no update yet on an IA Lab or the parking expansion.

As discussed at the last meeting, Ms. Dafoe presented a proposal for items needed in the Innovation Lab. Many of the current materials used by STEAM and in the Innovation Lab are Ms. Dafoe's personal items, so it would be prudent for the school to build up their inventory. The proposal included a variety of items which totalled \$4970.52. Ms. Dafoe also shared that she is also applying for grants to cover construction costs for the physical changes she would like to see happen in the Innovation Lab. Based on current numbers and interest from students, Ms. Dafoe predicts STEAM enrolment to exceed 80 students next

year. She also is planning for the Innovation Lab to be utilized by all SHS classes for STEAM centric learning beginning next fall.

Melissa Knezacek moves to cover the full amount of the proposal as presented by Ms. Dafoe. Stephanie Cordova seconds. Carried.

6) Treasurer Report

Tim shared the treasurer's report. As of earlier today the PFA bank account had a balance of \$41,949.02. We have not yet reconciled with the Italian Bakery for the year, and we know there are some receipts from snack shop to still be reconciled as well. Conversation was had around perhaps having monthly invoice dates so that we don't have large, unknown payments to reconcile at the end of the year and can therefore more accurately ascertain what funds we have that we can distribute.

7) Snack Shop Report

Jody was absent, snack shop volunteers shared that things seem to be going well.

8) Scheduling

Most slots have been filling up well. It would be helpful to be able to circulate sign ups more broadly as we were short volunteers for the track days and cancelled the Staff Appreciation Lunch due to a shortage of volunteers. Conversation was had around finding ways to have more exposure for our volunteer needs as well as how else to provide lunch for the staff this year.

Katie Richter moves to give \$500.00 to the SHS Staff to purchase lunch for their year end PD Day on June 7, 2019. Melissa Knezacek seconds. Carried.

9) Fundraising

It was asked what fundraisers people would like to see next school year. Suggestions included: a gift card fundraiser, Booster Juice for a longer period of time, the \$40 entertainment books, a 50/50 and/or raffle at the Christmas Concert, Purdy's at Christmas and maybe pizza depending on what Musical Theatre is doing. Tanis will look into all of these things.

10) Old Business

Nothing was brought to the table.

11) New Business

Conversation was had around how to better insulated frozen food items from snack shop as the weather is warming. This was specifically an issue on track days. Crystal will source a total of 40 new bags for PFA to

use, it was decided the best case would be one hot bag per classroom and one cold bag per classroom, with the cold bags having some sort of freezer pack or comparable manner in which to ensure items stay as cold as possible.

Mrs. Requa will look into the tent as we could only find a large one with walls during track but it is believed that the school has a smaller one in the rink shack.

Discussion was had about sprucing up the benches at the front of the school and the school sign. Tim will look into having a new decal printed for the sign. Crystal will look into the paint and share the options with admin. A date for a summer painting day will be circulated to PFA and the Admin by Crystal.

Melissa Knezacek moves to spend up to \$1000.00 on materials to use for sprucing up the exterior of the school. Tanis Gardiner seconds. Carried

It was suggested to defrost the freezers over the summer in snack shop.

A suggestion was made that rather than sell bottled water we could consider selling SHS branded reusable bottles in snack shop.

A reminder was given that elections will be held at the September meeting.

Next meeting will be on September 16, 2019. We will need to ensure that the date is well circulated as we already gave a date of September 23 to June to put in the back to school packets. Mrs. Requa will see if we can change that prior to printing.

12) Adjournment

Crystal adjourned the meeting at 9:23pm.

*Respectfully Submitted,
Katie Richter
Secretary, SHS PFA*