

Meeting of the PFA  
Sturgeon Heights School  
April 15, 2019

*Present: 9*

1) Call to Order

Crystal called the meeting to order at 7:25pm.

2) Additions to the Agenda

**Melissa Knezacek moved to accept the agenda as circulated. Stephanie Cordova seconded.**

3) Approval of Minutes

**Lyndsey Baron moved to accept the minutes as presented. Tanis Gardiner seconded.**

4) Admin Report

Mrs. Requa presented the admin report. School Admin is working with the Jr. High teachers to procure quotes on replacing the school athletic jerseys. The school has partial funds in place for new jerseys, and PFA will look to partner with them on the purchase costs. At our next meeting a quote will be presented for PFA approval. Jody and Mrs. Requa have decided not to create a snack shop student volunteer schedule. Mrs. Requa looks forward to meeting some of the new staff with the school division in the hopes of discussing more about SHS projects such as the new parking expansion and a possible IA lab.

5) Treasurer Report

Tim presented the treasurer's report. PFA currently has \$37,097.00 in their bank account which was reconciled today. The Government of Alberta has sent us forms to complete in response to having received a grant from the Community Facility Enhancement Program. Conversation was had around the benefits of the gazebos that we built with the grant monies, they have provided a nice respite from the elements and both the school community and greater community at large have enjoyed the gazebos!

6) Hot Lunch Report

Hot Lunch order numbers are low, conversation was had around possibly utilizing a new software next year as the current software has a fee of over \$300 per annum. We will endeavor to promote hot lunch even more, by making the hot lunch dates and deadlines more visible via posters and emails. There will be an increased awareness of ensuring PayPal deposits are regularly deposited into our accounts moving forward. Next meeting we will endeavor to plan the 2019/2020 hot lunches so that we can include that information in the September welcome packages.

7) Snack Shop Report

Jody was absent but had emailed the PFA to say that things are going well and it is great to see so many volunteers!

8) Scheduling

Volunteer slots are still being filled very quickly, which is great! Regarding May sign ups, there is a conflict on both track days, one is a burger day which should work out fine as burgers would be available via the concession regardless. We will not do popcorn on the Tuesday though as it would be more difficult to do in conjunction with the concession. Jill will look to last years volunteer sign ups to create the sign ups for this year, she will also create sign ups for items we need to borrow from the school community for track days.

9) Fundraising

Though we made money on our Purdy's orders it was less than what was made at Christmas. Ideas suggested for new fundraisers were a 'no fundraising fundraiser' where families would just give donations, a Little Caesars Pizza Kits fundraiser, or a West Edmonton Mall waterpark fundraiser. Everyone was encouraged to attend next meeting with fundraising ideas for next school year.

10) Old Business

Nothing was brought to the table.

11) New Business

A suggestion was made that a future fundraising priority could be a new score clock in the gym. However, if an IA Lab/Shop is approved by the school division, that will be our fundraising priority for the next couple of years to expedite the timeline the school division would give us.

Regarding the track days, Crystal will circulate a concession pre-order form to all grades. Mrs. Requa will check the rink storage to see if we have a canopy style tent to put the concession under. We need to ensure we have adequate roasters, coolers, freezers, extension cords, etc.

Regarding Phys. Ed. Equipment, after looking at a list of proposed items, it was decided to give each of Primary and Elementary Phys. Ed. a set amount to purchase new equipment with, with the intent to also parter with the school to purchase new jerseys for Jr. High.

**Melissa Knezacek moves that PFA give \$2000.00, to be evenly split between Primary and Elementary, for the purchase of new Phys Ed equipment. Lyndsey Baron seconds.**

Next meeting Mrs. Requa will present a request for jerseys and Ms. Dafoe will present a request on behalf of STEAM. Discussion was had around the advantages of the outdoor classroom and how it will evolved going forwards.

**Lyndsey Baron moves to purchase a propane fire pit for the Outdoor Classroom. Melissa Knezacek seconds.**

The Book Fair is postponed to next year. Also, we will not do the clean up day this year, PFA would like to plan one for next year though and with more time to prepare to ensure it is well organized. We will still endeavor to do a painting refresh of the school sign and benches, Tim will print a new decal and school admin will get a graphic to him to do so. It is possible that we may also add more benches adjacent to the playgrounds.

Teacher appreciation lunch will be on June 7<sup>th</sup>, so we will also need another sign up for that event.

Thanks to Tim for putting new castors on the foods room tables!

12) Adjournment

Crystal adjourned the meeting at 8:52pm.

*Respectfully Submitted,  
Katie Richter  
Secretary, SHS PFA*