

Minutes
ST CHARLES HOME AND SCHOOL
January 15th 2025

1. Welcome and call to order : Time-7:19
Attendance: Talia, Allyson, Donna, Rebecca, Julianne, Julie, Nadia, Giovanna, Rose, Darine, Mr. Larocque, Anna, Kadian, Nada, Christian, Jasmine, Layla, Lorry
2. Review and adoption of Agenda
Motion to approve Agenda: Rose
Motioned seconded by: Nadia

Resolution # H&S 2025.01.01

3. Review and adoption of Minutes of
Dec.2024
Motion to approve minutes as presented
Motioned by Darine
Seconded by Giovanna

Resolution # H&S 2025.01.02

4. Governing Board/ H&S liaison Report - Layla

-No meeting

5. Parent Representative - nothing to report
6. QFHSA update - Rose
 - Last Meeting was in Nov.
 - Meeting coming up this month
 - New communications officer is Sarah
 - Town hall meeting coming up
7. Principal Report
 - Registration and re registration season is on until end of January
 - Open house is Jan.16th
 - Application for school yard grant is retained and accepted

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8. Sub Committee Reports

8.1 Donation Committee - Talia

We have an offer from one of the parents who can get us some indoor golf gift certificates. We would just need to formulate letters to send as to what the gift certificates will be used for and the specific dates that we need them for. So I'm working on that.

8.2 Membership- Sandra

-We currently have 36 members from which 11 are new

8.3 Lunches- Nadia & Giovanna

-Dagwoods is starting Friday, January 17th and Amir on January 31st.

On average, there are about 94 Dagwoods orders and 85 Amir orders. Compared to pizza, which averages about 220 orders per lunch that's less than half.

There were a lot of late orders, likely due to the business around the holidays. That will be something to consider for when to put out the order forms next year.

We will see what the feedback is and how it goes working with Amir and make a decision about options for next year.

We will hold a meeting likely near the end of March to plan for next year.

We would like to put out a call for anyone who wants to order more pizza, Dagwoods or Amir to see if we can get a little more money!

8.4 Fundraising- Rebecca

-Recipes in a jar campaign closes today

- we are up in sales this year with 46 jars sold, compared to last year we sold 28

Motion to approve Family Photo day to be held on Sunday, May 3 (rain date May 4) in the park behind the school. Each family will have a 5 minute photo shoot at a cost to families of \$65 (tax in). Photos will be taken by professional photographer Catherine Ledoux. Each family will receive 2 high resolution digital photos and will have access to their gallery to purchase more if they so choose. Home and School will receive \$30 for each session booked.

Resolution # H&S 2025.01.03

Motioned by Giovanna

Seconded by Layla

8.5 Photos- Julie

-up coming grad photos Jan. 26th

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8.6 Grad- Darine and Anna

- Big thank you to Ms. Guzman & Mme Cohen for all their help before, during and after BWS. The Elves enjoyed being a key part in the days' activities, and the Bonus games for them were a lot of fun.
- With the help of all of those who purchased, we were able to sell 85 DQ ice-cream logs to help fundraise. Thank you very much to those who participated.
- We had our grad meeting on Monday Jan. 13th.
- Our Grad photos are scheduled for Wednesday Jan 22nd.
- The Babysitting course will be taking place on the ped day next week so Friday Jan. 24th. We have 25 kids signed up.
- We have a yearbook meeting coming up on Monday Jan. 20th. We are on schedule so the kids can receive their books in June.
- Pasta lunch is going well, we will most likely send an email with the lunch committee if any parents would like to join for the remainder of the year.
- Principal for a day forms will go out after the GB meeting at the end of January as we made a modification to the motion to remove the cap on the ticket amount to be sold. Because it will take place sometime in March, there was no need for a rush E-VOTE.
- The dates have been set for our end of the year Grad celebrations:
 - Grad Pool Party: June 16th rain date the 18th
 - Grad Ceremony & Dance: June 19th
 - Grad Breakfast: June 20th
- Our next monthly meeting will be Monday, Feb. 10th at 7pm.

8.7 Clothing - Talia

Clothing sales are going well. According to my rough calculations, so far we've made around \$500 in profit. Our supplier has offered to make pink anti-bullying t-shirts available on the website and so we will send a memo out to parents as soon as that is up and running. We will be thinking about a spring clothing campaign shortly.

8.8 Allocation- Kimbi

- No Report

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8.9 Breakfast with Santa-Rebecca and Lorry

- Breakfast with Santa was held on Friday Dec. 13th and was a big success.
- It was an all day event with a buffet style breakfast held in the gym and served by our very own grade 6 elves. Santa was in attendance and in the afternoon the kids participated in a variety of reindeer games. Lots of fun for everyone!

8.10 Family Night- Darine and Layla

Spring Family Night to be held on Friday, April 25th.

Next meeting to be held in March.

Home and School would like to request to hold a Family Night on Friday, April 25th from 7:00 - 9:00 p.m. (approximately). Similar to the set up done in the fall, we would like to request to Ms Laura if we could have half the gym as of 5:30pm to set up. Entrance will be between \$4 to \$5 a ticket and the games played will be determined at our meeting in March. Families can purchase tickets in advance and at the door the night of the event, pending availability. A bake sale will also be set up where participants have the option of purchasing baked goods and other concessions.

Resolution # H&S 2025.01.04

Motion to approve

Motioned by Darine

Seconded by Talia

8.11 News Letter - Lorry

- did last news letter before christmas
- next news letter to be in Feb.

8.12 Teacher Appreciation - Kayla/Julianne

We had our first meeting this past Tuesday, and have chosen a wonderful theme thanks to Julianne! Staff Appreciation week will be held the Week of April 14-17. We want to change things up slightly this year, and still offer the luncheon and gifts but if possible maybe do a larger communal gift. We would also like to try to help revamp the staff room with a good cleaning and maybe some decorative art, if budget permits. A donation letter will go out to the community on January 20th. Next meeting will be held Feb.18th

8.13 Carnival- Allyson, Talia, Julianne, Donna

We will need parent volunteers for Carnival week.

Mr. Cairns has set up some fun for the kids in the school yard on Tuesday February 25th (rain date 26) and we will need parent volunteers for various shifts in the morning and afternoon to help out at pre-assigned stations, as well as some parents to help with making and distributing hot chocolate.

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We will also need some parent volunteers on Friday February 28th for school-wide Bingo and to help with cookie distribution. We will send out a sign up sheet in the coming days.

8.14 Treasury Report

-see attached

T. CHARLES HOME & SCHOOL

Financial Report

for the November Month End 2024-2025

Cash Balance as at Aug 31st, 2024 15805.19

Fundraising Events:

BBQ - 2,018.89-

Yard Beautification - - - Membership - 50.00- fee to QHSFA

Pizza/TCBY Lunch - 16,897.73- est profit \$ 8,330.00

Dagwoods/TCBY Lunch - 6,072.50-

School Photos - 517.82-

Fall Fundraiser - 9,725.00- still have to pay for chocolates profit around 5K

Recipes in a Jar Fundraiser - 86.80-

Oliver's Labels & FlipGive Fundraisers - 150.20-

Family Night Fundraiser - 595.00-

Sharks Clothing Fundraiser - 197.77-

Book Fairs/Chapters - - -

Big Box Card Fundraiser/ Super Recycleurs - 185.00-

Donations - - -

Holiday Market \$1,953.17

Total Fundraising \$38,349.88 - 54,155.07-

Expenses:

Fall Staff Educational Materials 2024-2025 (fixed amount per staff member) 1,882.88

Breakfast with Santa 857.94

Staff Appreciation 0.00

Winter Carnival 0.00

floats 1,900.64

Literacy 0.00

Footloose 62.04

ERC 0.00

Graduation -9,731.50 includes 500 and 3000 from home and school

Movie License 0.00

Apples for Terry Fox Run 2021 0.00

Classroom Libraries & Enhanced Educational Materials 0.00

Ipads 0.00

Music Equipment 0.00

Gym Equipment 0.00

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Gifts (Staff, Volunteers etc) 125.00
H&S Operations 404.58
Bank Charges 522.00
Total Expenses -\$3,976.42
Cash Balance as at month end - 58,131.49-
Allocated Funds 2024-2025 not spent as of month end:
Footloose 6,400.00
Grad 14,456.66
Gifts (Staff, Volunteers etc) 600.00
H&S Operations 500.00
carnival 500.00
Grad for year books 2023-2024 3,143.90 year book paid so this is going back to pot
Total Allocated Funds 2022-23 \$25,600.56 - 32,530.93-
Allocated Funds for 2025-2026:
Reserve (per resolution H&S 2009-10-19.6) 3,500.00
Breakfast with Santa (2025-2026) 1,000.00
Grade 6 Graduation (2025-2026) 500.00
H&S Operating Budget (2025-2026) 800.00
Terry Fox (2025-2026) 200.00
Staff Educational Materials 2023-24 (fixed amt per staff member) 2,200.00
Total Allocated Funds 2025-2026 \$8,200.00 - 24,330.93-
Balance carried forward to 2025-2026 school year -\$ 24,330.93-

9. Business Arising

-nothing to report

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10. New business

- Nothing to report

11. Varia

11.1 Possible Change to Year end

Allyson asked to change the year end to July 30th at the AGA. It will be easier for the finances and we can send welcome back and lunch forms out as of Aug 15th. We can offer more lunches this way.

11.2 Possible change to meeting format

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Allyson proposed to have less sub committee meetings and include the sub committee discussions in the regular meetings. People were split 50/50 so we need to look into this further.

11.3 Ideas from Executive meeting

Allyson and Talia would like to have the heads of committees at the executive meetings for next year as many committees are being run by non-executives.

12. Correspondence

-nothing to report

13. Question period

-none

14. Next meeting - Feb. 12th

15. Closure Time:8:13

Motion to approve closure by:Julie

Motioned seconded by:Jasmine

Resolution # H&S 2025.01.05