

# ÉCOLE ELBOW VALLEY SCHOOL COUNCIL MEETING

May 3<sup>rd</sup>, 2017

7:00 PM

## ATTENDANCE

KARIN HUNTER

BRANDI SCHROEDER

LINDSAY ADAMS

JUDI POOLE

TANNIS BO

MICHELLE ADAMS

MONICA WEBSTER

KATIE MAYER

JANICE HEPNER

JAIME HEPNER

KELSY KISION

ROBIN BENOIT

LORI CHAMPAGNE

HELEN CLEASE

KATIE DAWES

SHELLEY WILLSON

CHRIS KELLY

SANDER STEER

VANESSA STOCKBRUGGER

ARLENE ABOUT

AMAIL JOMAA

# ÉCOLE ELBOW VALLEY SCHOOL COUNCIL MEETING

May 3rd, 2017  
7:00 PM

## AGENDA

### A. Welcome

Karin Hunter

### B. Approval of Agenda

*Natalie Pentney makes the motion to approve the agenda. Seconded by Michelle Adams*

### C. Approval of April 2017 Meeting Minutes

*Katie Mayer makes the motion to approve April 2017 minutes. Seconded by Tannis Bo*

### D. Council Reports

#### 1. Chair's Report

Karin Hunter /  
Brandi Schroeder

#### Karin Hunter

- Karin is transitioning out of her role as vice chair. Her and Brandi have been working together to ensure a smooth transition.

#### 2. Principal's Report

Lindsay Adams/Judi Poole

- No report

#### 3. Treasurer's Report

Katie Mayer

- \$950 for special lunches
- Grade team money came out
- Field trip and bussing came out
- Small misc was came out
- Still waiting on swimming buses

*Elbow Valley Elementary Parent Advisory Council**Statement of Revenue and Expenditures**as of April 30, 2017*

	2016/17	2016/17	2015/16
	Actuals	Budget	Actuals
<b>REVENUE</b>			
Special Lunch Program - rebate	11,784.98	15,000.00	18,111.32
Mathathon	23,071.25	20,000.00	23,844.25
Family Fun'raiser	12,986.00	10,000.00	14,140.00
Yearbook	1,414.55	-	1,719.68
FEEVESS	-	10,000.00	10,000.00
Lions Club Grant	5,000.00	5,000.00	-
Interest Income	23.20	-	25.95
Teacher Appreciation	176.00		
<b>Total Revenue</b>	<b>54,279.98</b>	<b>60,000.00</b>	<b>67,841.20</b>
<b>EXPENDITURES</b>			
<b>Special Lunch Program</b>	-	-	1,452.87
<b>School Programs</b>			
Grade Teams	2,605.38	8,000.00	7,517.72
Robotics Training	-	5,000.00	-
<b>Committees</b>			
Volunteer Coordinator	108.59	1,000.00	775.26
Spirit of Caring	63.86	250.00	180.12
<b>Bussing</b>			
Field Trips	2,821.95	9,000.00	6,257.56
Skating	1,097.28	2,000.00	1,097.28
Swimming	-	12,500.00	9,068.32
Financial Assistance	-	1,000.00	-
<b>Special Programs/Events</b>			
Special Programs	8,906.10	9,500.00	9,208.35
Special Day - Literacy Week	1,556.49	2,000.00	1,720.03
Sports Day - School	-	500.00	-
In-Line Skating	8,991.57	10,520.00	10,063.31
Sound Kreations Residency	4,720.34	5,000.00	4,777.74
Vulnerable Readers Conference	-	-	6,887.20
First Aid	-	-	4,358.64
Reading Bags	-	-	4,069.97
Sports Day - Council	-	500.00	553.58
Books for Learning Commons	-	3,500.00	-
Parent Workshops- Technology & Numeracy	-	1,500.00	-
Lions Club Funds	1,546.05	5,000.00	-
<b>Photocopier and Tack Board</b>	-	-	1,410.88
<b>Yearbook</b>	-	500.00	-
<b>School Council Expenses</b>	-	750.00	924.71
<b>ASCA AGM</b>	-	1,250.00	-
<b>TOTAL EXPENDITURES</b>	<b>32,417.61</b>	<b>79,270.00</b>	<b>70,323.54</b>
<b>NET INCOME</b>	<b>21,862.37</b>	<b>(19,270.00)</b>	<b>(2,482.34)</b>
<b>Opening Book Balance</b>	<b>30,940.42</b>	<b>30,940.42</b>	<b>33,422.76</b>

\* Katie Mayer makes a motion to put the financials on file. Seconded by Michelle Adams

4. Teachers' Report Trish Cull

- No report this month

5. Volunteer Coordinators Sally Lockhart/Michelle Adams

- Transitioning the grade 1 lunchroom supervisor so the volunteer coordinator role will take that on.
- Hot dog lunch – will send out a call for volunteers mid June via Sign-Up Genius. Will ask Rotary Club to supply the bbq

6. Special Lunch Coordinator Tannis Bo

- Based on last month's meeting, I spoke to the Lunch Coordinator at the middle school and found out that the reason that they did not continue with Wok Box and Chopped was that there wasn't enough interest at the middle school. Both vendors were professional to deal with and the food was good.
- I went through the list of vendors available to us and reached out to two of them, Mucho Burrito and Via Cibo.
- Mucho Burrito has chicken, pork, veggie and beef burritos as well as a GF chicken burrito that we would probably sell for \$6.00. They also have a kid's cheese quesadilla that would most likely sell for \$5.25 and a kid's chicken quesadilla that would probably go for \$5.50. The orders would come labeled per student and sorted per class but would need someone to deliver them to the classes.
- Via Cibo has various pasta and panini options, including GF pasta. The prices are a bit higher so we would probably sell the non-meat pasta and the Panini's for \$6.50 and the pastas with meat for \$8.50 - \$9.50. The lunch would come labeled with the student's name, grade and teacher and volunteers would be needed to sort the lunches out and deliver them.
- Other vendors are available but I didn't consider them if I thought the food might be too messy for our younger students or if it was similar to something we already have.
- I have reviewed the calendar next year and if approved by Lindsay, we would have 33 Fridays that we could offer special lunch. If we choose to go with a new vendor, I would say we stick with Subway for 14 of the Fridays, Pizza for 14 of the Fridays and have the new vendor do the remaining 5 Fridays.
- Something to note is that Parent Council makes between \$600-\$650 per pizza day and between \$250 - \$300 per Subway day. Our profit is much better on the Pizza than it is on the Subway order and we have about 100 more pizza orders than Subway orders. The margins (if approved) on the new vendors would be similar to the Subway margins.
- The Lunch Lady does offer a wide variety of menu items including pasta, grilled cheese, perogies, burgers, tacos and pancakes. I have reached out to her to see

if she wants a bit more exposure in the letter that goes out to parents at the start of the year as I'm not sure the amount of orders she gets. Based on some comments voiced at the last council meeting, I checked the Alberta Health Services records for the kitchen and there were no violations. The franchise that serves our school did change over the last couple of years. Parent Council doesn't make much on these lunches but it does give parents some options.

- Thoughts on the direction to take next year regarding Friday lunches? I do need to firm up the dates with Little Caesars and Subway as they give our school priority.

*\* Tannis Bo makes a motion to add Mucho Burrito as a vendor next year for 5 Fridays; she will work with Lindsay on pricing.*

7. Learning Commons Coordinator Monica Webster

- Thanks to all the volunteers this month. I will be continuing on as the volunteer coordinator next year

8. Yearbook Committee Brenda Renowden

- Last day to order yearbooks is May 31st. Rachel has had this information in the monthly newsletter for the last two months, so I think everyone has had what they needed to order one if they want.
- The yearbook cover contest was completed. We had a large amount of submissions and Mrs. Adams had selected the winners. Also thank you Mrs. Adams for assisting us in getting pictures from the teachers.
- Current members, Lee-Ann, Michelle and Tara have indicated they are willing to help out again next year. It looks like the chair will be filled with either Lee-Ann or Chris Kelly. They are working that out.
- I will be moving at the end of May. However, I intend to honour my commitment. All of us in the committee will continue to complete the book (which is progressing on schedule). I will make the final submission to Lifetouch remotely, and even though it will be summer, I will email council to tell them it has been done.

9. French Immersion/CPF Lori Champagne

- CPF will be hold our year end meeting on Monday June 5th at 1:00 at 495 Rodeo Ridge. The chapter is in danger of folding if we do not recruit more volunteers for our board for next year. Please attend the year-end meeting or contact Lori Champagne at [lorivi.champagne@gmail.com](mailto:lorivi.champagne@gmail.com) or [403-554-1556](tel:403-554-1556) for more information on volunteer opportunities.

10. Long-Term Planning Committee Frankie-Lou Nelligan

- The Indoor Planting program is growing in both the literal and figurative sense! There are currently 4 grade 4 teachers who have incorporated the indoor planting beds into their science program this year. Madame Leptich and Monsieur Vallee planted their cucumbers, lettuce and beans almost a month ago and these plants will be ready to transplant soon. Mrs. Mazerolle and Mrs. Sather's classes planted

yesterday and should be able to harvest prior to the school's end. Planting with the students has been the highlight of my month and we have discussed everything from germination, energy conversion and how full spectrum light works.

- Madame Szilagyi has also decided to take on a planting program with "Tomato Spheres". Her students are going to be planting tomato seeds that have been sent to the international space station along in a controlled experiment with normal tomato seeds. Lots of learning going on for everyone involved and I hope everyone will take an opportunity to check out our new little farmers in action.

11. Vice Chair Sander Steer/  
Amanda Miles

- Workshops were very well received. Both were full with over 40 people in each session. Going forward we would like to make sure this is a private event and not open to the public.

12. FEEVES Sander Steer

- Sitting on \$65,000
- Waiting for book orders and swimming bussing.
- Meeting in June to look at the money flow and where it is earmarked.
- Looking into gift cards and what the money generated would be used for

Other

## Elbow Valley Elementary School Council AGM Slate of Candidates

### Elected Positions:

Position	2016/2017 Sitting	2017/2018 Elected
Chair	Brandi Schroeder Karin Hunter	Brandi Schroeder Michelle Adams
Vice Chair	Sander Steer	Tannis Bo
Treasurer	Katie Mayer	Katie Mayer
Secretary	Natalie Pentney	Natalie Pentney
Volunteer Coordinator	Sally Lockhart	Amal Jomaa Arlene Abboud

## Appointed Positions:

Bulletin Boards	Katie Dawes
Long-Term Strategic Planning Committee	Frankie-Lou Nelligan
Yearbook Committee	Chris Kelly
CPF	TBD
Library Coordinator	Monica Webster
Special Lunches	Tannis Bo

*\* Michelle Adams makes a motion to accept the slate of candidates as presented, seconded by Katie Mayer*

### F. School Trustee Report

Helen Clease

Thank you for all your support and thanks for all that you do for our schools and students.

Helen Clease, Trustee  
403-949-3428  
403-650-2176 hclearse@rockyview.ab.ca

Meeting Adjourned

**Next Meeting Date:**

**June 7th 2017, 1:00PM**

