



Lord Roberts Parent Council Meeting Minutes

Meeting date: November 8, 2023

Chair: Sam Harvie

Secretary: Amy Potter Helbren

Attendance: In-person at LR:

Megan Janssen, Sam Harvie, Kensie Simpson, Leanne Chernetz (Acting Principal), Carleen Lewicki (Acting Vice Principal), Cori-Lee Roberts (Lunch Program Coordinator), Cecile Koop, Megan Balske, Toby Cygman, Amy Potter Helbren

Attendance ON-LINE through Zoom: Kathleen Hartie

Call to Order

- 6:47pm Sam H. called the meeting to order (delayed start due to Zoom & technical issues)

Approve Agenda

- Megan J. motioned to approve the agenda; Toby C. seconded.

Approve Previous Meeting Minutes

- Kensie S. motioned to approve the minutes; Megan B. approved.

Reports

- Principal's Report presented by Leanne Chernetz:

It has continued to be a busy but productive start to the year. It's already November! Students are settling into school routines, building community in their classrooms.

Events that have occurred:

- Dana has been on a short leave of absence (Oct. 16), I have been filling in; Chris Wigglesworth last week, this week I have been officially in the Acting Principal role and Carleen Lewicki is Acting VP, Dana expected to be back Monday November 13
- National Day for Truth and Reconciliation Assembly and Awareness Walk, Every Child Matters, October 2
- Fire Drills occur each month, new successful muster point, will have our first lock down and hold and secure drill in November/early December (need 3/year)
- Bus ridership for the whole school
- Grade 5/6 soccer tournament at Riverview School
- Grade 6 volleyball intramurals began last week, grade 4/5 this week—invasion games
- Grade 6 volleyball tournament @ Montrose, end November/early December date TBD
- Peak of the Market fundraiser raised \$672.50. Money is going towards technology
- Grade 6 immunizations
- Hearing screening N/K
- ASP/ASD Swim Program—every Friday morning at Cindy Klassen Pool
- Hot lunches have begun, last Friday each month except Dec & June, funds go towards technology.

Events that are coming up:

- Remembrance Day Service November 10 at 11am Parents Welcome
- Parent-teacher conferences November 16pm and 17am; report cards will be sent home via school messenger on Wednesday, November 15, link to book in-person conferences has been sent out

- Scholastic Book Fair November 16 and 17
- Retakes November 29
- Mobile Vision Clinic December 5
- Winter concert December 14 Primary rooms 2, 4, 6, 24
- We are continuing to send out our “week at a glance” every Friday with pertinent information for the following week as well as heads-up on some important dates.
- Leanne Chernetz signed up Lord Roberts School through Second Harvest in attempt to secure food donations from local business to help supplement lunches and hungry students. We have not been successful in securing donations as of yet because the app is “first come, first served” and often claimed quickly. Perhaps classroom food-drives could encourage donations.

Treasure’s Report

- provided by Megan Janssen (attached at end of minutes on last page)

Lunch Program Report

- Lunch program report presented by Cori-Lee Roberts: deposits are coming soon, approximately \$500, for \$1,100 total. Students have requested equipment for the lunch recess, for snow-removal and for active play. Lunch Staff asked if there would be a “Christmas party” or event to look forward to this year? Lunch supervisor staff need some safety vests. What will the grocery shopping budget be for the lunch program this year? Perhaps ask the community for donations, or remind them of this option? (see Unfinished Business and Action items)

Reports from Representatives from Other Organizations

- None this meeting

New Business

- BBQ for June: Sam Harvie is willing to chair the BBQ Committee, as this is her last year with a student at LR and she has previous experience with the BBQ that used to be an annual event prior to Covid. BBQ is usually done potluck style, with rented bouncers & face-paint & fun activities for families. It takes a team of volunteers before and on the day. The day is usually the first or second Thursday of June. Date TBD at the first BBQ committee meeting.
- Leanne C. confirms that administration supports the return of the June BBQ.
- Kathleen H. asked if the daycare and/or the community club could be involved in the BBQ? And what about food costs? It is decided that these issues could be discussed more specifically at the BBQ meeting in December.

Unfinished Business for Decision and Action Items

- Lunch program: let the school community know about opportunities to donate food/funds & determine a possible grocery budget for the next term.
- Lunch program: Student leaders will meet with lunch staff to discuss fundraising ideas for the equipment they want.
- Lunch program: Motion was put forward by Amy P. H. to implement Carleen Lewicki’s suggestion that Cori-Lee Roberts be granted back-pay to November as part of the motion at the next meeting to increase her lunch coordinator salary time to 2.5 hours/day. Motion was seconded by Megan B.
- Digital sign was discussed; funds directed for technology can go towards the digital sign because it falls under “technology”. Parent Council currently does not urgently need to fund play-structures the way it did in the past.
- Possible fundraising opportunities were suggested: Carleen L. mentioned Mabel’s Labels, Megan B. mentioned perogies, Sam H. knows of a popcorn and candy business, Leanne mentioned Raffle Box 50/50 online draw.

Compliments and Concerns

- Megan J. thanked Leanne and Carleen for acting as an admin team and ensuring that life at Lord Roberts continued without missing a beat.
- Sam H. thanked Melissa in the office for being awesome and shared a personal anecdote about Melissa's thoughtfulness regarding Sam's daughter, and taking the time to make needed phone calls & have Sam support her daughter during immunizations. Other meeting attendees joined in praising Melissa's friendly and kind presence both in the office and over the phone.

Next Meeting Date, Snack, and Adjournment

- Amy P. H. motioned for a December 6 meeting specific to the BBQ for June, and Sam H. seconded.
- Next meeting date will be in January, as stated in the September newsletter.
- Meeting was ended at 7:58pm with a motion by Sam H. that was seconded by Cecile K.



Treasurer's Report – November 8, 2023

General PAC

RBC Account Balance as of August 31, 2023: **\$2,083.46**

Expenses:

Bank Fees:	\$8.00
Grade 6 Grad	\$140.00

RBC Account Balance as of October 31, 2023: **\$1,935.46**

Lunch Program

RBC Account balance as of August 31, 2023: **\$7,182.31**

Actual Acct Balance August 31, 2023: \$7,182.31

Revenue:

Parent Dues & Milk Dues 2022-2023:	\$17,681.75
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Expense:

Payroll	\$4,213.27
Banking Fees:	\$65.75
Lunch Program Supplies: (Supplemental snacks/indoor recess supplies)	\$274.58
Lunch Program Reimbursement:	\$700
NSF Checks and Fees:	\$182

RBC Account balance as of August 31, 2023: **\$19,428.46**

Actual Acct Balance August 31, 2023: \$19,428.46