

Lord Roberts Parent Council Meeting Minutes

March 3, 2020

Chair: Tamara Herntier

Secretary: Kendra Monk

Attendees: Carmen Fredborg; Rikke McFeetors; Tamara Herntier; Amanda Pope; Jason Pope; Kim McNeil; Leslie MacGillivray; Linda Berry; Dana;

1. Call to order

- Meeting called at 6:07 PM
- Moved by Jason. Seconded by Rikke. Carried.

2. Approve previous meeting minutes

- Leslie amended minutes – to remove \$ amount from reading grant \$30-\$35,000.
- Moved by Cristin. Seconded by Rikke. Carried.

3. Reports

-Administration

- Food sharing baskets: these have been popular, containing fruit such as oranges, apples. Snack is provided for kids on Tuesday/Thursday.
- Volunteer drivers to or from school event: need to be on volunteer list, please see picture at end of meeting minutes below.
- Application to Indigo grant: administration showed video submitted which featured clips about our school, and a few students and school/staff discussing their love of reading. Indigo will let us know by June 2020.
- Community outreach project: two Churchill high school students (and former Lord Roberts students) approached school administration about sewing bags for the school. Will be used as book bags for nursery/kindergarten students and grades 1&2. 145 of them to be made.
- Administration stated that they are currently looking at student projections and staffing.

-Lunch Program

- 88 Students in Lunch program currently. Things are running smoothly!
- 3 Refunds to be processed and 1 fee needs to be refunded due to oversight and overcharge.
- 12 outstanding accounts. Kim will make calls and send out letters.
- Sharing basket is going well. Kim and other staff member are bringing snacks.
- Requesting for a microwave: school will purchase this.
- Kim to talk to Lunch Program staff to see if they are able/interested to attend First Aid training.

-Fundraising

- No reports.

-Treasurer

- Extraordinary expenses must be brought to the PC for approval. All in favour.
- Funding request: for Nursery & Kindergarten students to go to the Zoo. Total ask: \$210.00. Approved

4. New business

-Amendment to Lunch Program budget

- A few things were forgotten from budget.
- Reduced: \$620 to \$25 for milk
- Honorarium for treasurer: \$1000 for treasurer
- Supplies and equipment: from \$500 to \$200.
- Food: lowered to accommodate for bank fees. \$500 for the year.
- Extra hours for training/development, lowered to \$500.
- Rikke moved to approve. All in favour. Jason seconded. Carried.

-BBQ

- Would like to set a date for annual LRPC BBQ.
- BBQ to be held June 4th 5-8 pm.
- Meeting to discuss BBQ: Monday, March 16th. 6:30pm-10pm.

5. Unfinished business for decision and action

-Pancake breakfast:

- Did not sell enough tickets for pancake breakfast. Event cancelled. Emails will go out to school tomorrow, reimbursements will follow.
- Community Centre events: if we want to do a special event there next year, can get a free rental due to a parents being on the board.

-Shaded area structure grant:

- Becky/Kendra were not able to submit.

6. Compliments & concerns

-Thanks to administration: compliments on the video for the Indigo grant submission!

Compliments also for the photo collages in the hallway.

-Thanks to Kim: for all her hard work coordinating Lunch Program!

7. Next meeting date, snack, and adjournment

-Rikke to bring snack. 7:41 pm adjourned.

-Set for April 7th, 6:00pm.

Volunteer Drivers

Policy EEAEA

Student Transportation in Passenger Vehicles

All Volunteer Drivers transporting students to or from a school event/activity in a private vehicle must complete and submit the following:

- **Volunteer Services Registration Form**
- **Police Information/Vulnerable Sector Check**
- **Child Abuse Registry Check**

For more information regarding the Volunteer Driver Policy and to access the required forms please visit:

WSD Portal → Departments & Services → Human Resources → Volunteer Services

Questions? Please contact Carmen Court @ 100-529 or Erin Herkimer @ 100-528.