

River Heights Parent Council
January 24, 2017

Attendance: Melissa Bairos, Beth Wise, Lisa Leary, Jennifer Choi, Kathy Ricker, Randy Ongena, Erin Winegard Edge, Kourtney Forman, Morgan Richardson, Rhonda Frank

Welcome from Melissa. Motion to approve Minutes from December meeting, made by Jennifer, 2nd Morgan

Treasurer's report

- Jenn advised that the cheque processing procedure is going better and thanks everyone for their efforts in complying with the new procedure
- Jenn was concerned about the cash advance process we have been using for various events as this is in conflict with the Board's policy. She also advised that it makes it difficult for her to track the money in and out and also causes issues for Christine in trying to obtain the HST rebate for the items purchased. She wondered if we could look at some ways to avoid doing the cash advance. The Board made an exception for HST rebate on the items purchased with the cash advance for Mistletoe Market but this is not a regular practice. Counsel agreed we would have to look at some ideas to avoid having to use the cash advance process.

Principal's report

- Randy Ongena is now at RH as the new VP.
- Reports Cards are due February 9 and will be delivered February 16
- Kindergarten registration is open; please notify anyone you know with a child starting K
- Staffing: there have been a few staffing changes. Ms. Hughes is leaving; Mrs. Duetta is back and Mrs. Kragten will return after March Break.
- Kathy advises that they are still waiting to hear about the CPIP grant but they have done some leg work on obtaining quotes for an electronic sign.

Grade 8 Grad Update

- The committee has contacted Melissa regarding receiving council allocation of \$10/student. There are 68 graduates this year. Marla made a motion to transfer the funds, 2nd by Jenn. Jenn will authorize the transfer.
- The committee has also asked if they can borrow council's pop up tents for the event; we have no problem with that.

Fundraising report

- **Spirit Wear**
 - Spirit Wear was an extremely difficult fundraiser; there were a lot of issues with the product; the orders and the quality. Rhonda said the company was very difficult to deal with. Kathy and Christine also helped out in dealing with the company. There were some refunds for orders not able to be filled. The final invoice was submitted. However, the company had agreed to waive the set-up fee due to the difficulties, however, the invoice came in with the set-up fee charged. Council decided to just pay the final invoice as is and be done with this company. It was very unfortunate situation but Rhonda also advised that we have not heard any complaints regarding the product from parents so that is a positive. We were left with some RH bracelets which will be used for future events.

- **Bean Ladies**
 - Beth advised that the order forms had gone home and were due back on January 25, 2017. She will need to tally the orders and count the money. Melissa and Jenn offered to attend at the school on Monday, January 30 and count money. They will provide Beth with the order forms and she will get the numbers off to the company.
 - Once we know the size of our order Beth will determine with the company the best shipping method.
- **Big Box Cards**
 - No update at this time but Erin will email company to make sure we are on track for our February 14 launch date
- **Drive 4UR Community**
 - Erin advises that the registration forms are out again from Ford for this fundraiser; Are we interested in doing again this year. The promoted date will be May 13 but we are able to choose any day we want. Council decided to proceed with this fundraiser again and schedule for May 13, 2017
- **Read-a-thon**
 - Melissa has set the dates for the Read-a-thon; March 21-March 31. She would like to do the Chapters and Movie gift cards again for prizes but wondered about what to do for a grand prize. Should we do an Ipad mini again or something different. Marla suggested a Great Wolf Lodge gift card. Council decided that maybe a \$250 gift card would be a great prize. Marla will enquire with her contact and see what we could get.
- **Great Wolf Lodge**
 - This is not a fundraiser but Marla is scheduling the River Heights day at Great Wolf Lodge for the PD Day of April 28. The lodge will offer a discounted rate to River Heights parents.

Pizza Update

- Erin reports everything is going well

Sub Update

- Beth reports everything is going well
- Thanks to Melissa and Erin for helping out in picking up the sub bags and delivering to Subway for Beth; also thanks to RH Secretary Stephanie for picking up the subs on her lunch break.

Staff Appreciation

- Erin and Melissa have not set a date for the next one but will advise once they do.

Lice Checks

- Kendra is enquiring whether we can go to a Thursday/Friday check with re-checks on Monday. She is suggesting next round March 23 & 24. Council is agreeable to this and they will liase with Morgan to send out a volunteer email.

New Business

- Melissa has been contacted by the Lunch Ladies lunch program. They would like to start offering their hot lunches in our school. We did this fundraiser a few years ago to mixed reviews. However, they have updated their menu and portion sizes. There is no work for council to do at. We decided to give them the dates of the opposite Tuesdays of sub day for the rest of the year and give it a shot. Council will get a small percentage of the sales back.

Next meeting – Wednesday, February 15, 2017