

Tanbridge Academy Parent Association Minutes

Date: March 11th, 2020

Time: 6:00pm

Where: Tanbridge Academy



Executive Council Members:

Haley W. - President
Vacant - Vice President
Tasha T. - Treasurer
Stacey S. - Secretary
Tasha T. - Casino Chair (Association Only)

Tanbridge School Principal: Tanbridge School Vice Principals:

Linda Choy
Jennifer Thoben (JK-5)
Shainoor Ali (6-9)

1.0 Call to order

- 1.1 Meeting called to order at 6:05pm by Haley W.
- 1.2 Attending: Haley W, Tasha T, Trina S, Christina W, Rachel M, Marina M, Jenilee D.
- 1.3 Regrets: Stacey S.
- 1.4 School Representative – Jennifer T.

2.0 Welcome and Introductions

3.0 Approval of Agenda

- 3.1 March 11th, 2020 Agenda
- 3.2 Agenda approved by Rachel M.
- 3.3 Agenda seconded by Haley W.

4.0 Approval of February 11th Meeting Minutes

- 4.1 February 11th Meeting Minutes
- 4.2 Minutes approved by Tasha T.
- 4.3 Minutes seconded by Haley W.

5.0 Old Business

- 5.1 Society renewal submitted – 2019 annual return filed and confirmation received. Need to file a change in director for the Treasurer position/add Vice President position if possible.
 - 5.1.1 **Action Item – Tasha to reach out to the Society Renewal and get more information with regards to updating the Executive List.**
- 5.2 Healthy Hunger/Sammy's Lunch Discussion. Role Description emailed for Healthy Hunger Co-Ordinator.
 - 5.2.1 **Continue with Sammy's until the end of the school year**
 - 5.2.2 **Next year have an alternating day per week for Sammy's each month**
 - 5.2.3 **Option for next year – parent who is dietician is looking at offering a menu for one day per week.**
 - 5.2.4 **Healthy Hunger – review of pricing for meals**
 - 5.2.5 **Other options for food for next year**
- 5.3 Fundraising Policy discussion with Shauna Ockey
 - 5.3.1 **Confirmation of date for April/May**
 - 5.3.2 **Mandatory payment for volunteer time/work for casino**
 - 5.3.3 **Action Item: Haley W. to follow up with Shauna O. regarding date**

6.0 Updates

6.1 Financial Update

Approval of Financials

- 6.1.1 As of March 11th, 2020, we currently have \$40,809.37 in the bank account.
- 6.1.2 Financial Report presented by Tasha T.
- 6.1.3 Financials approved by: Haley W.
- 6.1.4 Financials seconded by: Rachel M.
- 6.2.2 Baseline Budget for 2018/2019 presented by Haley W/Tasha T.
Average fundraising dollars per year is \$34,574.34

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- 6.2 School Update - Principals Report
 - 6.2.1 High School Fieldtrip to Henry Wisewood March 16th
 - 6.2.2 Swimming Fieldtrip (Grade 4-9) March 20th
 - 6.2.3 Parent Teacher Interviews (Thursday and Friday March 12th and 13th – By appointment)
 - 6.2.4 Potential Spring Olympics – Date TBD
 - 6.2.5 Read-a-thon winners will be announced at the March Assembly before Spring Break – We will award students with positions after Spring Break
 - 6.2.5.1 **Action Item for Jen T. – Select a date for after Spring Break/Possibly End of April**
- 7.0 Fundraising Committee
 - 7.1 New iPads have arrived! Discussion on TAPA purchasing cases and covers at a cost of \$460.91. Allocation of funds from Read-a-thon
 - 7.1.1 **Tasha T. made a motion to allocate \$460.91 towards the purchase of cases, covers and a charger for the 10 new iPads**
 - 7.1.2 **Rachel M. seconded the motion**
 - 7.1.3 **Motion carried**
 - 7.2 Year End Classroom Art Fundraiser – Artwork to be completed by Friday, May 22nd. 1 week to photograph and create online auction. Auction to go live on June 1st and end on June 11th. Available for pick-up on the 12th.
 - 7.2.1 **Dates confirmed**
 - 7.3 Laptops – Quote provided for 10 new laptops - \$11,552.10. Grant application is due May 15th.
 - 7.3.1 **Action Item: Jen T. to look into a price for another cart to hold 30 laptops.**
 - 7.3.2 **Potential to purchase 10 laptops in this school year and additional 10 if the grant application is approved – approval would be received in September.**
 - 7.3.3 **We will hold the remainder of the Read-A-Thon funds for allocation to purchase 10 new laptops for 2020/2021 school year.**
 - 7.4 Read-A-Thon – Funds raised, Winners and Prizes. Tanbridge Administration to advise on date for winners of Principal, Vice Principal and Teacher of the Day roles.
 - 7.4.1 **Tanbridge Administration to advise dates**
 - 7.4.2 **For next year – dedicated time in class for Read-A-Thon**
 - 7.4.3 **Break apart the minutes read for next year (K-3 and 4-9)**
 - 7.4.4 **Action Item for Tasha T: Reward for the Grade 4 class with the most funds raised - \$3297.50**
- 8.0 New Business
 - 8.1 Fun Family Event (Sports Day/BBQ) tentatively scheduled for Friday, June 12th. Classroom Art Auction items will be available for pick-up.
 - 8.1.1 **Food sponsored by TAPA. Events by Student Council.**
 - 8.1.2 **More details to follow**
 - 8.2 Unpaid Sammy's food orders
 - 8.2.1 **Write off outstanding amount as a loss**
 - 8.3 Mandatory Insurance - \$210
 - 8.3.1 **Follow up questions to be sent to Tanbridge Academy GM (Catrina) from TAPA on behalf of the parent body**
 - 8.4 April Meeting - Haley W. unable to attend
 - 8.4.1 **Cancel Meeting for April**
- 9.0 Next Meeting
 - 9.1 May AGM – TAPA Executive Roles
 - 9.1.1 **Action Items for April – Email with executive roles, information on virtually attending the meeting, possibility of babysitting, AGM Meeting date and time – possibility of increasing attendance.**
- 10.0 Adjournment
 - 10.1 Motion made by Haley W. to adjourn meeting at 7:45pm
 - 10.2 Motion seconded by: Rachel M.
 - 10.3 Meeting Adjourned