

PAL Meeting

Date: September 17, 2024

Start: 6:00p.m.

End: 7:02p.m.

Location: Hybrid – In-Person at High Park School and Virtual

Attendees: Tenille Wieringa, Patti Granger, Kim Shim, Catrin Thompson, Ashley Skopyk, Melissa Dallinger, Korina Parent, Jenn Read, Pam Russ, Nicole Marcinkevics

Approvals:

- To adopt the agenda – Ashley motions, Korina seconds - Carried
- May 28, 2024 meeting minutes – Korina motions, Ashley seconds - Carried

Treasurer's Report:

1. Currently \$13,085.45 in the bank with an adjusted balance of \$6,740.45 after various expenses.
2. There is currently not a lot of money available with needing to get things up and rolling at the start of the year and needing to have a bit of a buffer in place for expenses. There is about \$7,000.00 available for spending.
3. There's about \$3,000.00 set aside for the sensory room and we will need to pay our insurance soon.

Discussions:

- **Hot Lunch**
 1. Hot lunch is in need of volunteers. Last year there were three leads available and this year we are down to one, in need of one or two more people to take on this roll. The grade 6 classes hand the lunches out to the classrooms but we are in need of volunteers day to day to help with the lunches in the kitchen. Hot lunch is done on Wednesdays and on one Friday a month.
 2. Noodle Box has been added as a new vendor this year. The school was approached by Atomic pizza but the pricing is a bit high and Dominos has been really good to the school and are amazing to work with so will be keeping them on as the pizza option. Sawmill was new last year and was a hit, they've changed their menu a little bit and are offering a couple adult options. Will be checking with the staff at the school to see if they would be interested, could also be a good option for some of the older kids who may want more to eat.

3. Gluten free options will be made available on Feature Fridays (Dominos) and with Quesada. Tenille has been monitoring what has been being ordered regularly and the gluten free wasn't largely selling.
4. Attempting to pair back the menus a bit in order to make things easier for the people in the kitchen as well as for the teachers when handing the orders out to their classrooms.
5. If we want to do cook days there are a lot more volunteers needed, on average a hot lunch day needs three volunteers, cook days would require five.
6. If people are interested in volunteering for hot lunch they can email PAL, people are needed from about 10:45a.m. to around 12:30p.m.-1:00p.m. Once familiar with the system it goes really quickly.

- **General**

1. Playground Expansion:
 - a) Will be raffling off 6th row oilers tickets. Raffle license is already in place. There will be 250 tickets for sale at \$5.00 a ticket. Blake Shultis of PCL Construction has generously donated the tickets. If all the tickets sell it should bring in \$1250.00 that will be going towards the playground.
 - b) In December we will have twenty-four months to use the Casino money.
 - c) Will be applying for a grant that will match what we raise up to \$250,000.00, Ashley has applied for it a few times through Blueberry Community. Ashley has also applied for a grant through Blue Cross and will know by the beginning of December if we get it. Playquest is applying for several grants for us as well, they will also be sending a list of grants that we can apply for sometime in the next two quarters. There is also a grant from the Town of Stony Plain that will be applied for.
 - d) Asking Deford Contracting if they would be willing to do the groundwork, their grandchildren regularly use the playground. If they are willing to do this, the government grant would still be available to match at what would have been the cost.
 - e) Pet Food Inc. would like to do a fundraiser for the playground as well, their mom is in a wheelchair and would like to be able to use the inclusive playground with their grandchildren, they will be putting together a fundraising package for us that should we move forward with it would include a 10% discount as well as 10% of sales going to the school for the playground.
 - f) Current designs on the playground are a base of what can be done and if more money is raised, we can add more to it. Pricing on the current designs includes construction, groundwork, equipment and the poured rubber for the base of the playground.

- g) Serge from Parkland School Division Facilities will be coming to sign off on if the proposed location for the playground expansion is acceptable. As an additional positive it would eliminate the location that often gets icy and mucky.
 - h) There can be a donation letter done up to see if local businesses would be interested in donating to the playground expansion.
 - i) Minimum \$160,000.00 for the playground expansion.
 - j) Construction on the expansion needs to be started within twenty-four months from December, with an allowable deferral of six months due to weather, in order to not lose the Casino money.
2. Moving forward all spending requests will be made through School Council, which is typical standard procedure. Anyone requesting money will need to do so in written form as to why it is needed, that way we can reconcile at the end of the year and show parents exactly where the money has gone. Catrin will likely make a standard form for this purpose. This is important for transparency as well as showing people what PAL does and the impact that is made through the fundraising done throughout the year.
3. PALs next meeting on October 15th is the AGM, all positions are currently available for anyone that may be interested in taking one on. We will also be adding a Communications Directors roll. Proposing a time change from 6:00p.m. to 7:00p.m., administration does not need to be in attendance for the PAL meeting and are hoping to make the school council meeting earlier with the PAL meeting to follow, this is all provided the School Board Trustee can accommodate the time change.

- **Fundraisers**

- 1. A fundraising schedule for the year was done up by Catrin at the end of last school year.
- 2. Art Cards for Kids - In September teachers have started working on the art cards, they are going to go out but it will be a short turn around with ordering by mid-November and having them back by early December.
- 3. Halloween Hoopla:
 - a) They will be auctioning off the Oilers tickets, selling vouchers for Poinsettias and outdoor greenery with Creekside Nursery.
 - b) Will be taking place the Friday before Halloween, October 25.
 - c) This is a fundraiser that includes a concession as well, Pizza was sold last time which did a lot better then hot dogs which was attempted the time before that.
 - d) Proposing a committee for the dance so that discussing the needs for it don't eat up the majority of the general meetings which it has tended to

do in the past. Will need volunteers for the committee and would like to meet on October 1st, Catrin has volunteered her home for this day immediately after school pick-up.

- e) There will also be volunteers needed for the day of the dance for things like concession, ticket sales, concession, cash, decorating and clean-up. A request for volunteers will be posted on the PAL Facebook page and people can send in their availability.
 - f) The amount spent on the Spring Fling was about \$1200.00, proposing a budget of \$1500.00 for the Halloween Hoopla. Catrin will provide a list of what sold and did not at the Spring Fling. Korina motions to approve a budget of \$1500.00 for the Halloween Hoopla, Kim Seconds – Carried.
4. Creekside Nursery – Selling vouchers for Poinsettias and outdoor greenery with Creekside Nursery, selling at both the Halloween Hoopla and through the hot lunch website. Will start in October with the orders closing November 1st. These will also be available through the hot lunch website.
 5. Make it Sew – will be taking place in November and is selling gardening seeds.
 6. Bake Sale – will be taking place in December alongside the Elementary Christmas Concerts. Will need a lot of volunteers for baking, packaging and selling the baked goods. Also hoping that the CTF courses will have something to sell at the bake sale to raise money for future CTF courses.
 7. Read-a-thon – has been requested to be moved to March because that's when meet the teacher and the book fair take place. Will be swapping it with Little Caesars.

- **Other Fundraisers**

1. Not planning on doing Wilhawk this year. The last couple of times that it's been ran it hasn't done well. It seems that a lot of the sports teams and other schools in the area also do this fundraiser which may be leading to lower sales at our school.
2. Any new fundraising ideas are welcome to be presented at the next meeting.

Spending Requests:

1. Sensory Room - \$3000.00 set aside for the room.
2. Would like to host a concession at the Cross-Country Race that High Park will be hosting on October 3rd. There will be between five hundred and seven hundred students in attendance. There will be a need for a lot of volunteers. We will not be doing hot dogs this time but plan on selling Gatorades, chips, hot rods and premade candy bags. Hoping for a budget of \$2000.00. The money will be going to the school in general. Whatever is made will be kept by the school and they

will reimburse PAL the \$2000.00 from the profits. Korina motions to approve a \$2000.00 budget, Ashley seconds – Carried.

3. Music department is planning on bringing in Clinicians with instrument specialties to work with the Junior High band as well as the Grade 6 classes. Will need about \$900.00. Grade 6 will be getting a precursor to the various instruments to see if they would be interested in pursuing band once in Junior High. The people being brought in are experts in their instruments so the kids will be getting theory in multiple different ones. The Grade 6 classes will be paying for part of this using some of their field trip fees and Junior High will be charged CTF fees, this may not be enough to cover it in full. Being this a new program and they are difficult to set up the \$900.00 is being asked for to help to get it running, in the end it may not be needed. This has been opened up to other schools in the area as well, as of now High Park is the only school that continues to have a Junior High band, there are kids coming from the other schools to participate. Ms. Schultz is very excited and passionate about it. Making the band an extracurricular has allowed students from the other schools to participate. Kim motions to give the music program \$900.00 for the Clinicians, Ashley seconds – Carried.

Next Meeting: AGM – October 15, 2024 @ 6:00p.m. or 7:00p.m. (TBD)