

# École Dickinsfield School Parent Association

201 – Dickins Drive, Fort McMurray, Alberta T9K 1M9 Phone: 780-791-6990 Fax: 780-743-0401

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## Meeting Minutes for January 12, 2016

**Call to order:** A regular meeting of the Dickinsfield School Parent Association was held in Fort McMurray, AB on January 12, 2016. The meeting convened at 9:15 am with President Desirée Dakin presiding and secretary was present.

### Executive Members in attendance:

Desirée Dakin (President)	Kristy Sturge (Vice Chair)
Cheryl Oram (Secretary)	Theresa Rogers (Treasurer)
April House (Volunteer Coordinator)	Verona Trincabelli (Communications Coordinator)

### Executive Members absent:

Deanna Moseng (Casino Chairperson)

### General Members in attendance:

Paul Smith (Principal)	Thomas Andrews (Vice Principal)
Jodine Wells (Vice Principal)	Bambi Lafferty
Michele Paull	

**Approval of Minutes:** Motion was made by Desirée, and seconded to approve the minutes of the December 3, 2015 meeting. **Motion carried.**

### Officers' Reports:

Treasurer:

- Casino \$39,700; General \$37,900
- 2 volunteers required for year-end audit. (Cheryl will audit, need additional volunteer).
- Second round of teacher cheques to be distributed beginning of February.

Hot Lunch:

- Safe food-handling certificates have been received.

Volunteer Coordinator:

- Increase in lunch volunteers since offering incentive.
- Will send another request for apple pick-up volunteers.

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## School Council:

- Cheryl will attend the Jan 18 meeting

## Old Business:

### Family Carnival:

- Will begin assembling games in empty classroom next week.
- Will recruit parent/student volunteer pairs from grade 6 classes; each pair will receive \$50/shift towards their school trip cost.

## New Business:

### Team/Club Funding:

- AGLC guidelines do not allow tournament registrations to be paid by gaming funds. **Motioned by Desirée, and seconded, to reduce budget for Team/Club funding to \$1000, and add a Sports Registration line item to the general account budget. Motion carried.**

## Wishlist Items:

- **Motioned by Desirée, and seconded, to purchase a subscription to Café Literacy Station for Aimee Maillet, ELA, in an amount not to exceed \$60. Funds to be provided from casino account. Motion carried.**
- **Motioned by Desirée, and seconded, to purchase AIM resources for Ariana Mancini, 1A, for the amount of \$495. Funds to be provided from casino account. Motion carried.**
- **Motioned by Desirée, and seconded, to purchase an HD projection camera for Jessica Brunel, 2B, in an amount not to exceed \$150, and scholastic items for the amount of \$193.51. Funds to be provided from casino account. Motion carried.**
- **Motioned by Desirée, and seconded, to purchase Spelling City for Claire Moisan, ELA for the amount of \$126.04. Funds to be provided from casino account. Motion carried.**
- **Motioned by Desirée, and seconded, to purchase 2 number games for Lindsay Burke, ECDP-A/B, for the amount of \$120. Funds to be provided from casino account. Motion carried.**
- **Motioned by Desirée, and seconded, to purchase an HD projection camera for Danielle Newton, 2A, in an amount not to exceed \$150, a package of dry erase boards for the amount of \$126.47, and privacy partitions for the amount of \$174.47. Funds to be provided from casino account. Motion carried.**

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- **Motioned by Desirée, and seconded, to purchase 4 cameras and 4 SD cards for Maryse Arsenau, 1D, for the amount of \$447.22. Funds to be provided from casino account. Motion carried.**
- **Motioned by Desirée, and seconded, to purchase resources from teacherspayteachers.com for Shannon Loutitt, 4/5L, for the amount of \$20. Funds to be provided from casino account. Motion carried.**
- **Motioned by Desirée, and seconded, to purchase GB Plus writing resources for Monique Boily, 3A, for the amount of \$455.95. Funds to be provided from casino account. Motion carried.**
- **Motioned by Desirée, and seconded, to purchase reading flash cards for Jen Eckford, 2K, for the amount of \$209.26. Funds to be provided from casino account. Motion carried.**
- **Motioned by Desirée, and seconded, to purchase 12 French picture dictionaries for Celine Pilote, 3C for the amount of \$352.17. Funds to be provided from casino account. Motion carried.**
- **Motioned by Desirée, and seconded, to purchase 3 sets of French books for Celine Pilote, 3C for the amount of \$102.80. Funds to be provided from casino account. Motion carried.**
- **Motioned by Desirée, and seconded, to purchase 2 science kits for Cheryl MacDonald, 5K/6L for the amount of \$231.80 Funds to be provided from casino account. Motion carried.**
- **Motioned by Desirée, and seconded, to purchase building sets for Diane Rizzuto and Ellen Cameron, for the amount of \$409.96. Funds to be provided from casino account. Motion carried.**
- **Motioned by Desirée, and seconded, to purchase sounds and shapes resources for Kristy Fitzherbert, KK/KL, for the amount of \$287.95. Funds to be provided from casino account. Motion carried.**
- **Motioned by Desirée, and seconded, to purchase Raz-Kids subscription for Aimee Maillet and Jodie Loose, ELA, in an amount not to exceed \$140. Funds to be provided from casino account. Motion carried.**
- **Motioned by Desirée, and seconded, to purchase Raz-Kids subscription for Nichole Dykstra, 1/2L, in an amount not to exceed \$140. Funds to be provided from casino account. Motion carried**

## Action Items:

Action Item	Responsible	Status
Check temperature of second oven, switch ovens if working properly <i>Update 12/1: Neither oven seems to be reaching adequate temperature; will purchase oven thermometer with hot lunch supplies</i>	Desirée/Admin	Complete
Submit work order to replace faucet in school kitchen <i>Update 12/1: Work order created</i>	Admin	

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Look into community shredding events	Desirée	
Create Volunteer tracking sheet for kitchen	Desirée	Complete
Determine cost of embroidery vs silk-screening for volunteer aprons	Desirée	
Recruit volunteer for year-end report audit	April	

**Date for next meeting: Tuesday, Feb 9 at 9:15 am**

## Upcoming meeting dates

- March 8
- April 12 (Wishlist meeting)
- May 10
- June 7

**Adjournment:** The meeting was adjourned at 11:45 am.

## Signatures Indicating Approval of Minutes

\_\_\_\_\_  
Secretary  
Dickinsfield Parent Association

\_\_\_\_\_  
Date of Minutes approval

\_\_\_\_\_  
President  
Dickinsfield Parent Association

Distribution:  
Executive Members  
Attendees