

## Minutes

St. Patrick's School – Parent Council – November 17, 2016

---

Executive Members: Chair – Marlene Rugg; Vice-Chair – Valerie Fraser;  
Treasurer – Tammy Grue; Secretary – Roberta Dixon  
School Administration: Principal – Kelly Wilkinson; Vice-Principal – Dwayne Unreiner  
Teacher Representative: Sarah K. Dzikowski  
General Attendees: Kelli Berner; Teresa Andelic; Shannan Hurlbut; Karen Steinke; Paula  
Herrington; Rachelle Hall; Shannon Giesbrecht; Tania Fieldberg;  
Trisha Cadwallader; Jolie Neigum  
Guest: Bill (Hawkeye) Litousky, Scouts Canada

1. **Call to Order** – 6:05 pm
2. **Opening Prayer** – Dwayne Unreiner
3. **Approval of Previous Minutes**  
Recommended that the Minutes of the meeting of St. Patrick's School Parent Council dated October 20, 2016 be approved as circulated.  
1<sup>st</sup> – Paula Herrington                      2<sup>nd</sup> – Kelli Berner
4. **Guest Speaker** - Presentation by Bill (Hawkeye) Litousky of Scouts Canada – Bill spoke to us about the need for a Scout Troop in this area. Scouting is now co-ed. There are a variety of programs for children starting at age 5. There is a registration fee for children. Adult volunteers are needed.
5. **School Administrator Report** – Kelly Wilkinson and Dwayne Unreiner
  - a) **Spirit Wear** – Dwayne presented options for Spirit Wear (t-shirts, hoodies, hats) Marlene will have samples of the clothing available at the parent teacher interview nights.
  - b) **Division Code of Conduct** – Code of Conduct being developed by the Division to effectively deal with conduct of students.
  - c) **School Messenger and Hour Zero – Communication System** – Division developing a method of communicating with parents about situations of concern. Hour Zero will be used for emergency situations.
  - d) **150 Anniversary of Canada's Confederation** – Students will be doing different activities to celebrate Canada's 150 birthday.
  - e) **Medicine Hat Catholic Foundation–Funding Brown Bag Program**–Foundation will be paying for transportation costs to get the brown bag lunches to students in the Division.
  - f) **Home Alone Course** – Wednesday, November 30, 2016, 4-6:30pm
  - g) **Babysitting Course** – Saturday, December 10, 2016, 9-4pm
  - h) **Advent Mass** – St. Patrick's will partner with Notre Dame Academy for the Advent Mass to be held December 16, 2016.
  - i) **Signage outside our School** – School has contacted SpeedPro to prepare signage for area outside school. Jolie Neigum will obtain quotes from other companies and pass information to Mr. Wilkinson.
  - j) **Survey for Parental Input** – Leadership students will be asking parents to complete short survey at parent teacher interviews.
6. **Teacher Representative Report** – no report
7. **Old Business** – None
8. **New Business** – None
9. **Next Meeting** – December 8, 2016 - 6:00 pm. in the Music Room. As this will be our Christmas meeting, please feel free to bring a snack to share with the group. Beverages will be provided.
10. **Adjournment** – 7:06 pm



## Minutes

St. Patrick's School – Parent Society – November 17, 2016

---

Executive Members: Chair – Marlene Rugg; Vice-Chair – Valerie Fraser;  
Treasurer – Tammy Grue; Secretary – Roberta Dixon  
School Administration: Principal – Kelly Wilkinson; Vice-Principal – Dwayne Unreiner  
Teacher Representative: Sarah K. Dzikowski  
General Attendees: Kelli Berner; Teresa Andelic; Shannan Hurlbut; Karen Steinke; Paula  
Herrington; Rachele Hall; Shannon Giesbrecht; Tania Fieldberg;  
Trisha Cadwallader; Jolie Neigum

1.0 **Call to Order** – 7:06 pm

2.0 **Review and Approval of Previous Minutes**

Recommended that the Minutes of the meeting of St. Patrick's School Parent Society dated October 20, 2016 be approved as circulated.

1<sup>st</sup> – Shannan Hurlbut                      2<sup>nd</sup> – Karen Steinke

3.0 **Treasurer's Report**

- a) Main Account cash summary dated October 31, 2016 was reviewed. ADmazing Savings Coupon Books raised \$3,240.00.
- b) Trip of the Month cash summary dated October 31, 2016 was presented by the Treasurer. There are two trips (New York and Niagra Falls) from the 2015/16 fundraiser that still need to be booked. Deadline for trips to be booked is June 6, 2017.
- c) Bank Update – Marlene & Tammy have been added to the Servus account.

4.0 **Open Business**

- a) **Babysitter** – Trinity Lanz is here. Paid \$25.00 for meeting.
- b) **School Start** – Marlene Rugg  
Paula & Marlene met with the representative on November 3, 2016. Signed a new agreement for next year (2017-2018). Supplies will be delivered to homes. Teacher lists will be needed in mid-March. On-line orders would start mid-June. Orders can be placed through the summer. Kindergarten teachers to decide if they want bulk orders. Parent Council to get \$5.00 per order.
- c) **Hot Lunch** – Teresa Andelic
  - November Hot Lunch to be held on Friday, November 25, 2016 – hot dogs, Booster Juice and an ice cream treat. Teresa has ordered gluten free buns from Heartwood Café.
  - Dwayne to borrow big pots from NDA. Jolie to obtain prices for pots so school can purchase pots and we don't have to borrow from NDA in the future.
  - Tania will donate more ice cream treats if required.
  - Five or Six volunteers needed to help with hot lunch.
- d) **Fundraising**
  - i. **ADmazing Savings Books** – Paula Herrington-\$3,240.00 raised by the sale of coupon books. \$5.00 DQ gift cards were given to students that sold three or more coupon books since last meeting. Draw for \$85.00 Amazon Gift Card will be done on Monday.
  - ii. **Loveable Labels** – Marlene Rugg – The school receives 20% of all orders placed through the [www.patrick.lovablelabels.ca](http://www.patrick.lovablelabels.ca) link. Marlene asked that we all share this link to the Loveable Labels website on our facebook pages to

try and increase sales as this is an easy way for the school to make money with very little work.

- iii. **Trip-of-the-Month** – Karen Steinke, Paula Herrington & Tammy Grue
  - Ticket Sales - 316 tickets sold
  - Feedback re: sales at the Church – sold five tickets
  - November draw date is Monday, November 28, 2016. Trip destination is Las Vegas, Nevada.
- iv. **Christmas Concert** – Tammy Grue suggested we do a raffle for six front row seats to the Family Christmas Party. Tammy to prepare the information sheet and tickets to be sent home. Ticket price tbd.

5.0 **New Business**

- a) **Roberts Rules of Order** – Marlene Rugg – A copy of Roberts Rules of Order was attached for review.
- a) **Committee Meetings** – Anyone interested in attending a fundraising committee meeting please contact Tania Fieldberg.
- b) **Family Fun Night** – To be held Saturday, December 17, 2016 from 6:00 to 8:00 pm at the FLC. Families can swim or skate.
- c) **Christmas Concert** - December 20, 2016.
- d) **Mission Mexico** – Donations to be brought in December 12, 2016.
- e) **Ice Cream Sale** – Teresa Andelic. Tania will donate ice cream. Sale would be December 16, 2016 - \$2.00. All proceeds donated to Food Bank.

8.0 **Next Meeting** – December 8, 2016, 6:00pm, Music Room. As this will be our Christmas meeting, please feel free to bring a snack to share with the group. Beverages will be provided.

9.0 **Adjournment** – 8:19 pm