

CPF Meeting

Oct 15, 2019

1030 AEL School Common Area

Meeting Minutes

Attendance: MJ Nam, Connie Hamelin, Helene Hewitt, Val Ulliac, Carolyn VanKleek, Jill Herbert, Ady Arbuckle, Alicia Ponciano

Regrets : Vania Lloyd

Call to order at 1032 by Connie H

Introductions –

Jill Herbert Motion to pass May 14 Minutes, Val Ulliac 2nd – Motion passed

Jill Herbert Motion to pass Meeting minutes from May 28, 2nd Val Ulliac – Corrections made

Positions –

Secretary – Ady Arbuckle wishes to continue

Treasurer – Alicia Poinciano resign from Treasurer as of Nov 19, 2019, Ady Arbuckle nominated Val Ulliac, Val Ulliac accept. All in favor. Motion carried

- Motion to Remove Alicia Ponciano as of November 19, 2019 from ATB account. Add Val Ulliac to signing authority at ATB. All in favor. Motion carried

Vice president – Carolyn Van Kleek resign from CPF Vice President, Ady Arbuckle nominate Jill Herbert, Jill Herbert accepts. All in favor. Motion carried

President – Connie Hamelin wishes to continue

CPF BBQ – update

- Some issues arose regarding using Cheques for BBQ order payments, 1 NSF cheque, 1 unsigned cheque. Took until September to be able to close orders.
- ATB offered e- transfer for payment, issue is with how to match with bbq orders,
- Too many late orders, deadline is deadline this year.
- Hot Lunch will offer to add online payment, Ady to discuss with HL at December meeting. Write CPF a cheque after bbq orders finalized. Should help alleviate a lot of issues and time entering payments.
- Some families still reluctant to use online program, Sandy was bombarded with certain individuals wanting only paper orders. Connie suggested those people who wish to not use online can come order day of and hope for best. Board agreed. Simplify process for all involved.
- Krispy Kreme Donut profit was 487.75 (There was 125 dozen ordered, 3 boxes spoiled, minus Delivery fee) All in all pretty easy way to make money.
- Carolyn reported feedback from school families was mostly positive online, Ady reported families said it was more organized, pick up layout went well, food out quickly, smaller lines, BBQ volunteers felt 2 bbqs were great, and will continue.

- Carolyn reported hearing some negative comments about Cotton candy being too small. Val & Ady mentioned it as our 1st time making, we packaged too quickly, we will change for future events.
- Board members felt lots of volunteers, well managed
- 1 M&M receipt unpaid as unsure who to Pay. Receipt is for Ady Arbuckle.
- 1 SMHA receipt needs corrections, then payment to Vania Lloyd for same. (Alicia Ponciano has corrected receipt)
- Ady reported we still have cotton candy sugar (we will use with other fundraising clubs through the year), individual pop-corn bags
- Actual Profit will be available at next meeting after last 2 cheques reconciled.

Carnaval – Thursday March 26th –

- La Boucheron is booked for event “La Tière” – Total cost is 1441.65
- We received an early booking \$100 discount
- Deposit needed to hold date – \$720.83 needed
- 533 students , 44 staff, 25 volunteers,
- Request from Board if Hot Lunch can make a donation to Carnival fund for La Tière. Ady will confirm at December board meeting.
- Carnaval meeting – Subcommittee to be arranged at next meeting

Year-end BBQ – Friday June 26 –

- Sub-committee to be determined at a later date

Fundraising Fridays through Hot Lunch

1. COBBS

- Connie suggest March 20th during rendezvous week COBBS day for CPF
- Cobbs has current Hot Lunch (pizza bun, regular bun, cinnamon, croissants)
- Connie met with Wye Road Location manager to set up give back to school account
- Cobbs gives 5% back to school to CPF at end of year
- Jill & Ady mentioned same done by Vania, but unsure which location. Carolyn to confirm
- Cobs selling price to us is between \$2.10 - \$2.50 , we will mark up to what Cobbs retail cost is
- Connie to get info finalized for November meeting
- Ady will get info to HL to enter into online system for Marches menu launch beginning of February
- Cobbs also does a Coupon book, we missed September release but are working on Coupon book for January. Connie to confirm

Jill Herbert Motion to go ahead with Cobs fundraiser for CPF, Ady 2nd motion. Motion passed. Connie Hamelin to arrange

2. Nitza's Pizza

- Ady mentioned Hot Lunch / AESPA are using Nitza's for Dec 20 Order in Day already.
- Connie suggest February 21
- Peter from Nitza's wants to bring a lunch in to November meeting for CPF/HL members.
- Offer Individual Pizzas
- Ady mentioned we just need volunteers to sort & distribute on the day of.
- Menu finalized for entry beginning of January

JILL Herbert motion to ahead with Nitzas Pizza for CPF fundraiser. Val Ulliac 2nd motion. Motion passed. We will adjust menu after we trial Dec 20 event.

3. *Purdy's Chocolate* –

- Chocolate Lollie's
- Could sell at Christmas concert December 12th at DOW Centre and again at Kinder Christmas Concert December 17th
- Number of lollie's to be determined, Ady will ask Allison Usher about number used in previous years.

Val Ulliac motion to trial Purdy's Chocolate Lollies, Ady 2nd motion, Motion passed. Connie to get information for next meeting.

Ady Arbuckle also informed that we will be ordering in lunches June 22, 23, 24, 25. Vania has already arranged several vendors for those days and information brought to HL / AESPA meetings. Possibly Hot Lunch could take 1 day on for a fundraiser. (Pasta Pantry, Nitzas, Purple Perogy, SubWay, Burrito Libre etc)

Membership Drive Update

- CPF can use 2 sets of 4 Oil King Tickets for give-aways / raffle prizes etc.
- Discussion had, can use a pair at student teacher interviews, month of November for all ne memberships entered
- Helene agreed to give CPF 2 sets of 4 tickets for Oil Kings
- Discussion about using one for Parent Volunteers for Carnival

2019 Scholarship Ardrossan JR/SR High School

- This year's Recipient is Hanna Bayne \$250.00
- Alicia Ponciano motion to pay for \$250.00 Grade 12 French Immersion Scholarship. Jill Herbert 2nd Motion. Motion Passed.
- Connie to present at Grade 12 awards ceremony October 15.

Treasurer Report – Alicia Ponciano (see attached)

- Currently have 2271.00
- Jill motion to accept current financial statement, Val Ulliac 2nd motion. Motion carried.

Admin Report – Helene Hewitt

- Summer French reading program was success. Kids received a prize for bringing back after summer break.
- Update on French Grant for Field Trip "flying canoe", Helene was able to book all French students into the field trip.
- AESPA paid the remaining amount due to send all K-6 kids to festival.
- Rendezvous week has now become Rendezvous month to be able to fit all events into the schedule.
- French Immersion student numbers at Ardrossan Elementary are at 181

Ardrossan JR / SR Update – MJ Nam

- MJ reported she sends out Weekly Bison track update to all Ardrossan Jr/Sr weekly
- MJ will add CPF info to increase membership about draw for Oil King tickets for new membership
- MJ reported French immersion numbers at AJR/SR– 131 Junior / 146 Senior
- Grade 9 has 44 students – 25 going on Quebec trip May Long weekend.
- Board request how we can get Student Volunteers to do more for the payment they receive. MJ will discuss but it can get tricky as students have very rigid case load for academics. Difficult to pull them from educational hours. Board suggest in future we make a required volunteer credit prior to giving funding to Grade 9 trip. Board also suggest parents of those students do volunteer shift to receive credit.

- Jr High Dance is same day as Carnaval so not educational hours being missed for those who come to help run stations.
- Scholarship – MJ appreciative for the ongoing support of same, CPF – only French immersion related one
- This year there are 43 students eligible to write the DELF exam -
- EIPS pays for Exam, previously CPF pays for DELF prep package. Last year voted on CPF would pay if student held CPF membership. \$75 prep package
- Discussion on current membership, How to get people to hold membership throughout years
- EIPS holding French immersion Secondary Information French immersion night Dec 5, Sherwood Heights hosting, Faculty St Jean also presenting
- Grade 9 Substitute cost for Grade 9 French field trip \$1434 current cost for 2 substitute teachers. MJ requesting same from CPF.

Jill Herbert Motion to pay \$1434 to Ardrossan Jr/Sr Ady Arbuckle 2nd motion – Motion carried. Cheque written to Ardrossan Jr/Sr High -MJ Nam for same

Discussion had between board members of how we can reach those Grade 9 kids to get more support from in order for us to pay for those substitute teacher costs. Connie reported we previously gave \$800.00 for substitute and last year paid \$1375. This year fee has gone up again.

- Motion by Val CPF will pay up to 1000 for Substitute teacher for 2020-2021 Grade 9 French trip, Ady 2nd
- Suggestion made that in June we can give the Ardrossan Jr/Sr school information so they present at their Grade 9 French trip initial meeting to inform parents or same. Increase to their trip fees.
- Recommendations for all those Grade 9 to have active membership
- Pending membership for Grade 4 2020-2021 field trip – subsidize 25 per kid
- Gave \$250.00 and \$1434 to Ardrossan Jr/Sr High – Membership list reviewed, there is less and less families from Jr/Sr High and from AES. 30 families currently registered.
- Hard to convince people to hold membership if they get the services CPF offers anyway.
- Discussion about a “Love” Dance in February, held by CPF. CPF members get discount / in for free to event. Have concession for cash.
- Ady suggested at CPF run events (Carnaval /BBQ), ask for families to bring bottles to do Bottle Drive for CPF. Currently AESPA does for 2X parent teacher interviews and the same works. Could ask Jr / SR kids to also contribute at those events if trailer was outside.
- Connie still interested in Pastry fundraiser through Fife n Dekel. Allison Usher to get more information for November meeting
- Board to further discuss fundraising options at next meeting

May meeting change date to May 5th 1030 – at Ardrossan jr/sr

Meeting adjourned - 1210