



Home & School November 18th, 2019 Meeting Minutes

6:15 pm – 8:00 pm

1. Welcome and Attendance

Attendees: Marlene Sayegh, Renee Aspiotis, Erin Gillman-Dawe, Alessandra Morello, Cynthia Casullo, Nadia Iacino, Laura Greiss, Kim McFadden, Stephanie Hault, Jessica Rossi.

Absentees: Kim Poirier

2. Approval of Agenda

- Motion by: Nadia
- Seconded by: Erin

3. Approval of Meeting Minutes – Oct 7, 2019

- Addition as per Stephanie Hault: Item 7.2 b) Spirit Wear sub-committee to include staff
- Motion by: Cynthia
- Seconded by: Nadia

4. Ratification of e-vote on Oct. 21st – Re: Allocation of MMHSA funds toward QFHSA Fall Conference and Banquet

- Motion by: Nadia
- Seconded by: Laura

5. Proposed Meetings 2019-2020 - see Annex A for Proposed Meeting Dates 2019-2020

- Agreed upon date for December 2019: Dec. 11th
- Agreed upon date for February 2020: Feb. 3rd
- The rest of the dates were agreed upon by the executives.
- Agreed upon meeting time: 1815
- Motion by: Brigitte
- Seconded by: Nadia

6. Teacher and Principal Reports

- Active supervision: Teachers will be wearing orange vests and will be equipped with first aid kits. They will also whistle to rally kids at the end of the yard.
- The Lock down voice is not loud enough, a second lockdown was required
- Green Team: Mme Tougas with Miss Gail, taking place only at lunch for now.
- Way Way off Broadway (Miss D) will not take place this year due to Miss D's absence but there will be a variety show.



MMES Principals' Report for Home and School

Monday November 11, 2019

Last meeting: October 7, 2019

Info Items

- 1) School Climate Team - bringing clarification & updates to our upcoming staff meeting (stay tuned)
- 2) 5 Fire Drills completed and 1 lockdown
- 3) Deep Learning Team - working hard to bring initiatives to the staff at our upcoming meeting - aligning with our Educational Project
- 4) A cohort of 6 student teachers from McGill is coming Nov. 18th for immersive school experience
- 5) Peace Pals up and running thanks to Mr. Jason, Miss Calista and Mme Amelie
- 6) Student referees thanks to Miss Poirier
- 7) Education Committee for Admin. - great PD sessions (legal +)
- 8) Zones of Regulation continues to be a focus and tool
- 9) DYP workshop very informative
- 10) Italian beginner and intermediate starting soon
- 11) The resource team has been very busy with referrals
- 12) Fit Stop up and running
- 13) Term 1 reports coming soon
- 14) Interviews Nov 21 and 22
- 15) BHS Music tour was a huge hit as always
- 16) Playground Equipment - recent meeting with Equipment Manager - Spring timeline
- 17) Dental screening for Ks
- 18) Brain Frames training on October 21st
- 19) Halloween carolling
- 20) Ks went to Quinn farm
- 21) Grade 4 had vaccinations
- 22) Cyberbullying presentation in grade 6
- 23) NTIC \$ - orders placed - laptops and desktops Windows 10

Thank Yous

Home and School & volunteers

- 1) for hugely successful Halloween Bingo

Staff

- 1) for their continued, energy, dedication and professionalism

Mme Couto & volunteers

- 1) for organizing and running a smooth photo day
- 2) for organizing the Leucan boxes and involving student money counters

Student Life Committee

- 1) for organizing activities for the students for the year

Caretaking Team

- 1) for all of the support & extra work that activities entail

Our librarian and volunteers

- 1) thanks to your team students enjoy the library experience and the love of reading

Miss Poirier

- 1) for all tournaments (handball & cross-country run), Terry Fox and Halloween Picture Hunt



7. Treasurer's Report

- a. Update – In Meeting
 - Nathalie absent
- b. Approval of addition of Laura Greiss (Co-Chairperson of H&S) as a Signatory to MMHSA Account 5208368 (branch #4384), effective immediately. Location of bank account: TD Bank 3662 Boul. St-Charles, Kirkland, PQ, H9H 3C3.
 - Motion by: Marlene
 - Seconded by: Kim
- c. Approval of allocation of \$90 towards the purchase of 22 extra fundraiser lunches to cover any errors by H&S during 2019-2020 ($\$4.03 \times 2 \text{ lunches / mth} \times 11 \text{ lunches} = \88.66).
 - To be subtracted from the fundraiser lunch funds
 - Motion by: Brigitte
 - Seconded by: Marlene

8. Events

- a. Halloween Bingo – see Annex B
 - Action: Recommendations to be written up for next year's group
- b. Valentine's Event – Bingo / Dance - see Annex C (Nov. 6 email)
 - Could have main elements of this event approved at GB meeting next week
 - It is recommended by QFHSA and strongly agreed upon by administration and H&S that Family Dance would not be a drop off event.
 - An animator would be ideal to get kids to join in
 - Bingo was a no go – heavy volunteer requirement, even if expanded in cafeteria (double the volunteers).
 - Cynthia is Volunteering to lead a family theme event (dance party)
 - Date, time and place to be determined by the sub-committee (the last week of Feb is quiet)
 - Motion to run a family dance themed event in Feb. by Cynthia (co-lead: Laura)
 - Motion by: Cynthia
 - Seconded by: Laura
 - All approved



9. Fundraisers

a. Cookie Dough – see Annex D

- Volunteers required on Dec. 16th -
- Action: Renee to send callout as required

b. Holiday Trees & Wreaths – see Annex E

- Inform Neige or Cynthia should any issues arise
- The discount is not on wreaths but on trees only
 - Action: Marlene to post amendment on FB to reflect this
- Action: Send amendment to Mme Herault and she will send out an email

c. Bake Sales – Parent Teacher Interviews

- Run by Christine
- Bakers and volunteers required
- Consult Perfect Potluck link

d. Spirit Wear (Melanie on phone)

- Sabrina from Lemondrop is coming Thurs & Fri with samples
- Ordering done through website, all kinds of payment methods accepted, can accept cash
- T-shirts(15\$), sweat pants (20\$), hoodies (25\$) – Prices were not included online
 - Action: Communicate prices prior – post on FB will be edited with prices
- Will be open online until mid-week next week (Nov. 27th)
- Distribution Dec. 13th in child's homeroom (Melanie & Nathalie)
- All profits will be held by Lemondrop Murals (collecting the money)
 - \$4 margin on each item, Lemondrop will donate \$1 per item going towards decals and donate labour to install decals
 - Sabrina will hold the funds until we're ready to get decals.
 - Majority want the funds (\$4) to come back to H&S, then we will hire her for the second part. The \$1 profit should be documented (will be lost if we don't go with her for the decals).
 - Cheque for \$4 per item and hold to the \$1 per item.
 - The planning for the decals – Involve staff
 - Sub-committee Melanie and Nathalie to lead and
 - Action: Include staff
 - Mabels Labels flyer on the table. Include with delivery.
 - Action: To be decided offline (Melanie and Marlene)
 - Motion to have the profits from Spirit Wear (\$4 per item) come to the H&S bank account and Lemondrop to hold the \$1 extra credit per item until we are ready to purchase decals
 - Motion by: Laura
 - Seconded by: Marlene



e. Families Helping Families

- Lead: Kim, Secondary Laura
- Raising food (On Rock) includes set lists per grade, funds for turkeys and toys for Montreal's Children's Hospital.
- Turkeys – sponsoring turkeys (\$20 cheque) presented to GB

f. Sub Lunches

9. f. FUNDRAISER LUNCHES (CAMPAIGN 1) UPDATE - Kim Mc Fadden & Anna Tecce

Current Enrolment:

756 lunches or 151 participants per lunch (~60% of school)

-same enrolment as last yr

Profits:

-expected profit from Campaign 1: \$1827

-projected profit for year ~ \$4020 (based on 151 enrolment)

g. Mabel's Labels

10. School Support

a. Holiday Week

- Elizabeth is the lead – need secondary lead
- Holiday Breakfast on Dec. 18th (backup Dec. 19th)
 - Sourcing and pricing
 - Purchasing (day prior)
 - Setup in the AM (7:30), the last person leaves at recess
- Volunteers required approximately 6 people

b. Open House - Tabled

11. QFHSA - Tabled

a. Fall Conference Update and Migrating Online

b. NEW – Blanket Food Fundraiser Insurance Forms

c. NEW – Opening & Closing Bank Statements

12. Adjournment

- Date and time of next meeting: Dec. 11 at 6:15PM
- Motion to Adjourn at 8:05PM:
 - Motion by: Cynthia
 - Seconded by: Nadia

13. Topics for next meeting: SAW, BBQ, K-Orientation, Carnival/Power Hour, Online payment Solutions



ANNEX A

Proposed Meeting Dates 2019-2020

Meeting Dates 2019-2020

Home & School

1. Monday, September 9
 2. Monday October 7
 3. Monday, November 11, 6:15PM
 4. December 9 or 11
- Skip Jan
5. Monday, February 10*, 13
or week of Feb 3
- Skip March
6. Monday, April 6
 7. Monday, May 11
 8. Wednesday, June 3

GB

1. Tuesday, September 17
 2. Wednesday, October 16
 3. Wednesday, November 27
- Skip Dec
4. Wednesday, January 15
 5. Wednesday, February 19
- Skip March
6. Wednesday, April 15
 7. Wednesday, May 27
 8. Wednesday, June 10

Time: 6:30 PM at school unless otherwise noted

*Mme Héroult is absent



ANNEX B

REPORTS

8. a. HALLOWEEN BINGO - Elizabeth Ouellette & Vicky Makris

Date: Oct 25th, 6:30-8:30pm (doors opened 6:15pm)

RSVP and Attendance

- sign-up exclusively online; payment through classroom
- SOLD OUT in 3 days
- RSVP = 209 registrations (63 families , Adults = 95 children = 114)
- final attendance = 205 people

Volunteers

Parents = 30 Planners = 8
High School = 12

Bingo Game

- 5 rounds of Bingo
- Prize Table for children & family - 220 prizes!!

Other Games/Prizes

- parade and costume prizes for children (2) & adult (1)
- Pick the Nose of Frankenstein
- Monster Raffle - 31 prizes!!

Food Offerings

- samosa, drinks, coffee, chips, popcorn and Bake Sale table
- TCBY from Grads

Financials

Pre-Sale Tickets	\$1237
Bake Sales	\$281
Trolley 1 & 2	\$376
Frankenstein	\$116
Raffle 1 and 2	\$635
Resale	\$45.35
Total Income:	\$2690.35

Expenses (\$400.49) - pizza (for volunteers), decor, samosas, drinks and supplies

Net Profit \$2289.86 (cf \$2330.79 in 2018)



ANNEX B – Cont'd

Acknowledgements

A sincere thank you to the planning committee Elizabeth, Erin, Laura, Marlene, Renee, Christine, Vicky, Dimitra for all their hard work in making this years Bingo another success. We also wish to acknowledge the bakers and to all the staff, parent and student volunteers for their help the night of the event. None of this would have been possible without your support.

We also wish to thank all our donors below for their generous contributions

- Poutineville Vaudreuil-Dorion
- évoilà5
- Marley's Greener Treats
- La boulangerie du marché

- Boulangerie Patisserie du Marché
- My Pretty Creativity
- Starbucks Brunswick Medical
- Ongles Bisoux Nails
- Catherine Ledoux Photography
- Bellizza Design
- My Three Signs
- Royal Blush Apparel
- Secret Sous Chef
- Intrinsicly You - Younique by Marlene / Intrinsicly You - Younique by Marlene
- ISaute Xtra - Kirkland
- Centre D'Amusement Woohoo
- Zigzagzoo,
- Colisee Kirkland
- Mobile Massage with Steve
- Ampersand Designs
- BsBowzart



ANNEX C

From: HS MargaretManson <mmhomeandschool@gmail.com>
Subject: Upcoming H&S Meeting : Monday November 11 and some pre-reading
Date: November 6, 2019 at 2:53:34 AM GMT-5
To: undisclosed-recipients;;
Bcc: renee.aspiotis@sympatico.ca

Dear members.

Our next Home and school meeting will be taking place on Monday, November 11th at 6:15pm, school library. Agenda and minutes to follow shortly in a separate communication. There will be a lot to cover at this meeting so in order to expedite things, I am providing some pre-reads in advance of the meeting.

At our last H&S meeting, there was a discussion to have a winter / spring event to be held sometime in Feb/March of 2020. Many events were proposed and we were able to narrow it down to 2 events (Bingo or a Dance) but did not have time to further discuss. The 2 events will be presented again at this upcoming meeting but this time H&S will need to vote on which event to move forward with ... your attendance is important !

The 2 events are listed below along with some details. Please note that the details are mere suggestions and are presented in a way to give you an idea of what the event could look like based on past experience and some preliminary research. You will be asked to vote on the event as a whole and not on the exact details. The subcommittee, which will form immediately after the meeting, will be responsible for coming up with a more detailed plan along with a proposed budget.

In the meantime, please take the time to review each event below and help us decide. If you have any questions, comments or recommendations, please forward them immediately to mmhomeandschool@gmail.com so that we can address them before the meeting.

1. A Family Themed Dance

This event would run in the evening and at a minimum would include

- a DJ plus animation
- finger food/snacks and beverages
- Theme: winter masquerade or Valentines Dance or other
- All MMES families would be invited to attend
- Would take place in gym (standing capacity 535 people - set by Board)
- Suggested Time: 6:30-8/8:30 pm



ANNEX C – Cont'd

- Cost: TBD depending on cost of DJ, decor and whether food, beverage will be part of entry fee or not, but likely ranging \$5-\$10 per person

Extras might include:

- a sweet booth
- a photo-booth
- raffle(s)
- face painting/half masks (winter masquerade)
- a potential balloon drop?
- Other

Pros- new and different; much simpler to plan and run, much less volunteers required than a bingo; affordable; can accommodate up to 535 guests in gym unlike bingo (210 players max)

Cons-requires some careful costing and planning; will this attract children in older cycles?

2. A Valentine's Bingo

The Valentine's Bingo would run similarly to the Halloween Bingo. At a minimum, it would include:

- several rounds of bingo
- a Bingo prize table
- Finger food, snacks and beverages
- Would take place in gym (note capacity restrictions gym : max 210 players or ~60 families)

- event would thus be restricted to children attending MMES, their siblings and parents only in order to maximize number of families attending and respect capacity set by Board

- Time: 6:15-8:30pm
- Budget \$800 max (ref. Halloween Bingo)
- Cost ~ \$6 per player (same as Halloween Bingo) unless food is served and priced with ticket

- Would require ~20-25 shifted adult/high school student volunteers DURING the event. Does not include planning and bake sale volunteers.

Extras might include:

- a bake sale table
- raffle(s)
- Theme: guests could wear pink, red and/or white for Valentine's
- Other suggestions welcome

NEW RECOMMENDATIONS (based on Halloween Bingo):

- A presale opportunity for first 100** guests that did not have chance to register for Halloween Bingo (**exact amount TBD)

- ALL guests will be required to contribute toward prize table as part of entry

- Evaluate moving venue offsite to allow for more families to attend (i.e. halls with 300-400 capacity)

- Other?

Pros- well documented event, all family participating; affordable



ANNEX C – Cont'd

Cons- limited space in gym (max 210 players; ~60 families); requires a great deal of volunteers as part of pre-planning and DURING the event

Thanks for taking the time to read. See you on November 11th!

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Margaret Manson Home and School Committee



ANNEX D



Margaret Manson Home & School Gourmet Cookie Dough Fundraiser

Orders to be submitted by November 26th

INDIVIDUAL COOKIE DOUGH PIECES ARE PERFECTLY PORTIONED TO GO STRAIGHT FROM FREEZER TO OVEN ONE BY ONE, OR BY THE DOZEN

OUR ALL-BUTTER COOKIES ARE MADE USING ONLY NATURAL INGREDIENTS. WE USE NO PRESERVATIVES OR ADDITIVES—JUST THE REAL STUFF!

So easy to love! Just drop them on a baking sheet in a 350°F oven for 7 - 10 minutes.



Format 450g - 500 g
Each bag makes about 20 cookies.



4 FLAVOUR CHOICES

LOVE

A golden cookie heaped with chunks of smooth milk chocolate

EBONY & IVORY

A rich chocolate cookie filled with chunks of creamy white chocolate

BLING-BLING

Chunks of our exclusive gold chocolate bursting with a creamy caramel flavour, and a hint of sea salt. A sweet and salty delight

MÉNAGE À TROIS

A sumptuous blend of milk, white and dark chocolate

BAKING F&N SINCE 1985 !

SPECIAL NOTE: products may contain traces of nuts/peanuts.
Consult the FAQ page for more information at
<https://www.felixandnorton.com/faq>



ANNEX E

Margaret Manson Home and School's Holiday Tree & Wreath Fundraiser

Dear Parents,

November 8, 2019

William Shakespeare said that the object of art is to give life shape. Margaret Manson strongly believes in the performing arts and has put on some exceptional shows, musical concerts and competitions over the years. Unfortunately, the stage equipment is on its last legs and is requiring replacement.

Margaret Manson Home and School has committed to raise \$15,000 over 2019-2021 to help with the purchase of a new portable hydraulic performance stage and hopefully some new stage curtains so that our school and children can continue to benefit from these wonderful activities.

Thanks to your support, we've already raised \$5300 from the Pizza Party Night, Halloween Bingo and Campaign 1 Fundraiser Lunches . THANK YOU!!

Now, we have teamed up with Bosapin, a Quebec company that delivers Holiday trees and wreaths right to your doorstep, by a team of Nutcracker soldiers! For every order placed through Bosapin, a 25% portion will be given back to MMHSA and go towards achieving our goal!

Participating is easy and all ONLINE!

- Place an order at www.bosapin.com
- Use our special promo code: **2019margaret** to receive your discount and helps us track your contribution.
- If you wish to purchase **ONLY** a wreath, you may do so as well! Unfortunately, their online system will only allow you to buy a wreath if you first select a tree. So, to order just a wreath, you will need to start by selecting any tree, then select your chosen wreath, and then REMOVE your tree from your order at checkout.
- Next, choose your delivery date and payment method. You can pay for your purchase in cash to the delivery person or online by credit card, and thus be absent if necessary, during delivery.
- A confirmation email will be sent to you 2 days before the chosen delivery date (confirming time of delivery)
- Please note the **last day** to place an order: **December 11, 2019**

We hope you will be able to participate! We are so grateful for all you've already done to support MMHSA and appreciate your continued support and involvement in enriching the lives of our students.

Many thanks in advance for your support! Please SHARE the link and promo code with friends & family.

General inquiries contact : MMhomeandschool@gmail.com

Customer support : Bosapin 1 855 434 3520 ext.2

Sincerely,

Margaret Manson Home and School Association