



Home & School September 7th, 2020 Meeting Minutes

7:00 pm – 8:00 pm

ATTENDEES: Renee Aspiotis, Kim MacFadden, Jennifer Heyligen, Nathalie Zobyan, Cynthia Casullo, Alessandra Morello, Laura Greiss, Brigitte Legault

1. Adoption of Agenda

- Approve:

2. Approval of May 4th, 2020 Executive Minutes

- a. Approve: Laura

3. Old Business – 2019-2020

a. Financials

- Fundraiser Lunches
 - 87-88 cheques deposited, approx. 20 remaining that have not been deposited
 - Remaining funds will be reserved until December 2020 or until cheque expires, then they can reach out to H&S
- Mabels Labels
 - Cheque deposited
- Sensory Path
 - Dollar amount was returned to Nathalie
 - ❖ Action: Nathalie to write a cheque to MMES for 286\$
- Other
 - Current Balance: \$24,809.92 (including yet to be unclaimed fundraiser lunches)

b. SAW Proposal (Jessica) – donate last year's wine and gifts to staff as a "Welcome Back" gift

- Not enough wine and gifts for everyone, Mme Coutu can run a raffle

c. K-Orientation – 2 info slides on H&S provided in Orientation Package

- Drive by, MMES bag with t-shirt, sunglasses and papers

d. COVID19 Support – 50 face shields delivered to school in May 2020

e. Other

- H&S Closet – drinks distributed to the school, two bottles of wine added to SAW donation
 - Verify with Annette to go through the closet to ensure nothing goes bad or explodes
 - ❖ Action: Nathalie to reach out to Annette
- H&S Google Drive – Renee uploaded documentation from the past few years, to be completed by Sept. 30th.
- School Website
 - Minutes to be uploaded to MMES website



- Upload membership and judiciary form
- Advertising and signing up sheet
- \$25 gift card for Tim's from QFHSA to use during a meeting
 - Renee to pass it on to next executive

4. New Business for 2020-2021

- \$10,000 for playground equipment on hold
- Stage equipment – Mme Herault reached out to Miss Poirier for a price

a. School Restrictions / Limitations

- **No volunteer parents or vendors allowed in the school**
- **Cafeteria closed until further notice**
- **No extracurricular activities planned in September (i.e. no Terry Fox), to be evaluated periodically**
- **Collections through the classrooms – TBD**
 - Important to look into eTransfers and online banking
 - Should a parent not be able to do eTransfer, could there be a mailbox, for example, to deposit payments?
 - Membership has been extended

As a result, the following activities for the first half of the year are cancelled, or put on hold, or would need to be changed to adhere to safety protocols set by school, Board and by Public Health. They must also be brought back to administration and GB for re-approval if they change significantly.

- Fundraiser Lunches – onsite - cancelled
- Bake Sales – onsite – cancelled
- Labels – Approved
- Welcome Back – onsite – cancelled
- Families Helping Families – onsite – cancelled
- SAW – TBD
- Apples for Terry Fox – Not happening
- Holiday Week – breakfast onsite – will likely be cancelled

b. AGM Kit – attached ***** Please review and provide feedback *****

- Membership done through Google Form
- ❖ Action: Renee to incorporate that previous year's member can attend and vote. Also, home schooling and distance learning parents can join as well.
- Renee asked the principal for a date and time for the AGM – no response as of yet



- QFHSA strongly suggests buying a Zoom membership (approx. \$200)– allocate a commitment
- AGM Minute taker, someone to chair the election and someone to count votes.
- ❖ Action: Renee to finalize the following with principal: date and time, ask about collections (monetary) for membership, Zoom or backup platform
- ❖ Action: Kim to contact bank tomorrow (Sept. 8th) to inquire about eTransfers and set-up for auto deposit (without the security question).

c. QFHSA Correspondence – will send in separate email

- Executive Lists due as soon as possible for meetings and training purposes
- \$50 admin fee due by Sept. 30th
- Extended membership privileges until Nov. 15th

5. Adjournment – date and time of next meeting: AGM September – date and time TBD

6. Future Topics – MMHSA Constitution – Bylaws; migrating online – online payment solutions; Zoom membership