**Sambro Elementary PTA Meeting Minutes**

**January 16, 2023**

**7:00 PM**

**Attendance:** Andrea Rose (Co-President), Meredith Higgins (Co-President), Nancy Ewing (Outgoing Co-President), Colette Strome (Principal), Allie Brann, Josie Berry (Member-at-Large), Alex McPherson (Teacher Representative), Gemma Vale (Member-at-Large), Sandra Lee (Vice-President), and Maryanne Fisher (Secretary)

**Regrets:** Amy Gilkie (Outgoing Co-President), Genevieve Baechler (Member-at-Large), Julie Stonebridge-Bujold (Member-at-Large), Sam Clements (Member-at-Large), and Tracy MacDonald (Administrative Assistant)

**Call to order:** Andrea Rose, call to order at 7:04 pm

1. **Welcome/attendance:** Recorded above
2. **Agenda:** Josie moved, Colette seconded, all approved.
3. **Minutes:** Nancy moved, Josie seconded, all approved.
4. **Principal’s report:** 1) Gaga pit update: biggest recommendation from contacts of those who work with HRM playgrounds is that we update the pit with crusher dust. Colette, Andrea, and Meredith will work to present a call for further tenders to families. 2) Flag initiative: Brendan Tarry has spoken with classes about symbols of our community. Children currently working on flags and there will be a voting process to select a community flag. 3) Colette updated that she has purchased some additional flags, including “every child matters” and “we all belong”, so that flags on the building can be rotated. This process aligns with the inclusive education policy of 2020. 4) There will be a full day drumming workshop at the end of March where students will be given the opportunity to drum. 5) In February and start of March, students will be going to the Oval. 6) Some discussions about Family Literacy Day which is January 27.
5. **Treasurer’s report:** Presented by Colette Strome. There are no funding requests now, as teachers have put their requests through SAC, given they met school goals. There remains $1629.03 in the general account, and $458.64 in the PTA miscellaneous account. This includes the ~$1200 from the wreath sale. Question arose about graduation sweatshirts; typically, the PTA has split costs with the school. The clothing that was sold in the fall was very well received and parents will have the option to order some if they wish.
6. **Ongoing business**
	1. ***Parent survey:*** ready for distribution ([link here](https://smuniversity.qualtrics.com/jfe/form/SV_d5Pl2oSM5eTfAKa)). The PTA will check it over, and then the survey will go out for distribution via email from Colette on Friday.
	2. ***By-law edits:*** revisions have been included ([link here](https://docs.google.com/document/d/1H6e6B1b0Vrtjqpn7JTmHJ71Bcc00BO9exfV5AOcXqew/edit)). The changes were discussed at length, with a focus on the number of minimum versus maximum numbers of members at large. There was discussion about the need to have members who are not part of the executive. Another issue was nominations, and how multiple nominations for the same role are handled. Secret ballot votes are sent by the executives and members-at-large members to the Principal, and if there is a tie-break needed, it must be decided by the President. An email with the revision will be included for a vote.
	3. ***Final wreath debrief:*** this fundraiser led to about ~$1200. The distribution of wreaths was at the school, and there were many drop-offs of wreaths needed for those who did not pick up. The profit margins are not as strong, in light of inflation. Andrea discussed that we may look for alternative vendors, and Nancy reminded that we need to inform the vendor of the volume that we require.
	4. ***PTA Fundraiser schedule*** ([link here](https://docs.google.com/spreadsheets/d/1KmMuEO-KcMxURKgeKHi3_mLHXfqHE9TQ_comicQlocc/edit?usp=sharing))
		1. Purdy’s: Easter fundraiser. Issue is that we have a nut-free school, so items must be picked up.
		2. Peace by Chocolate: Information will be collected as a potential fund-raiser.
		3. Meadowbrook: Orders delivered by May long weekend. Contact to find out prices and see what is available, given the current market. Profit rate is 20%.
		4. Mother’s Pantry: Genevieve will update us.
7. **New business**
8. Winter clothing swap: Drop off items at school or have students drop off items (make a list of items). PTA members will sort items, and mending can be done as needed. This would help also build a bit of a reserve for students if needed at the school in case children get wet in the playground. Colette will send an email to parents Friday, co-written by Andrea and Meredith.
9. Spring Fair time: Andrea presented the overview of the spring fair. The date Saturday, June 3. Job roles were briefly described, as well as the existing institutional memory. Securing donations for the petting zoo and bouncy castle are needed, as well as event sponsors, and call for items for the raffle room. Allie Brann and Gemma Vale have kindly stepped into the chair roles. Nancy has offered to serve as a resource as needed and provide support. Spring Fair committee will meet separate from PTA but will provide updates at meetings.
10. **Next meeting:** February 6, 2023
11. **Adjourned:** Andrea adjourned the meeting at 8:13 pm.