

MFO PFA Minutes

Date: September 24, 2024

Minutes taken by: Tara Kelly and Kimberly Moore

In Attendance: 30

Maria-Julieta Zelada	Julie Francois	Rob Madunicky	Heather Burt
Tara Kelly	Chris Bullen	Kate Hutzul	Kimberly Moore
Jenn Aylward	Karli Lewis	Katie	Colin
Trevor Samons	Karen Samons	Simona Shropshire	Claudia Vaquerano
Shameed Mohammed	Debra Bondy	Courtney C	Erin Prefontaine
Claudia Delgado	Melusi and Nompumelelo Moyo	Roberto Vaquerano	Gwynneth Turner
Jenn Litzenberger	Jackie Fetter	Stephanie Hay	Leslie Harbin
Keri-Lyn Mazur			

	Item	First	Second
	Approval of new agenda- No additions to agenda	Kate Hutzul	Chris Bullen
	Approval of minutes- Minutes from last meeting outstanding. Minutes need to be obtained from previous Secretary and will be forwarded to PFA as per Kate Hutzul.	Kate Hutzul	Jenn Alyward

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Financial Statements: <i>Playground account:</i> No change in amount. Cash amount is \$5,133.42. Awaiting final invoice from City of Edmonton of \$5,118.91 <i>General Account for the period of September 1, 2023 - August 31, 2024</i> • Cash of about \$38,394.29. Main change in this account was the outstanding Healthy Hunger receivable that came in September. • Commitments-\$20,278.95 -Incidentals-\$112.22 - Outdoor Classroom- \$13,600.00 -Grade 6&9 farewell (June 2024)-\$514.19 -Grade 8 Farewell (June 2024)- 441.86 -Fun Day (2024)-\$500 -Multicultural Day-\$1000 -Insurance-\$700 -Staff Appreciation-\$0 -Welcome Back BBQ 2024-\$3000 -Glow Dance- \$410.68 -Santa's Breakfast-\$0 • Disbursements: \$19,666.79 -Grade 6/9 Farewell (June 2023)-\$3545 -Walkathon Prizes (June 2023)-\$1075.11 -Welcome Back Night (Sept 2023)-\$2608.73 -Incidentals-\$387.78 -Insurance- \$1300.00 -Staff Appreciation- \$1562.31 -Glow Dance- \$589.32 -Walkathon Prizes- \$120.00 -Santa's Breakfast- \$936.12 -Grade 6/8/9 Farewell (2024)- \$5588.95 -Walkathon prizes and envelopes- \$1953.47 <i>Interest Income: \$13.42</i> <i>Income from fundraising:</i> • <i>Healthy Hunger- \$5,048.97</i> • <i>Casino-tips- \$408.00</i> • <i>Dance- \$2,234.85</i> • <i>Walkathon- 12,768.47</i> <i>Casino account for the period September 1, 2023 - August 31, 2024:</i> • We have \$81,401.79 in the account. No change to this account since the casino funds deposit except for interest. The next casino for MFO is slotted for Q4 2025. Current funds need to be used by next casino. • Commitments: \$0 • Interest earned \$29.30 • Disbursements: - o Tarmac Stencils- \$5080.00 - o Casino Advisors- \$2539.95 - o Casino Volunteer Expenses- \$62.34 - o Chromebooks- \$41,000.00	Presented by Treasurer Heather Burt.	
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	Fundraising Plans - o Prior to making too many fundraising plans for this year, we need volunteers to commit in order to complete any additional fundraisers. - o Plans in place to continue with the Glow Dance and the Walk-a-thon. - o Plans for Healthy Hunger Lunch program for fundraising well under way. Christine Bullen is acting as the main online organizer for Healthy Hunger with in-person volunteers to hand out lunches primarily led by Jenn Alyward. ▪ HH Lunches are scheduled to occur approximately every 3 weeks. First 3 confirmed dates: October 18 Papa Johns, November 15 Subway, November 29 Dairy Queen. ▪ Restaurants have price increases resulting in increased pricing for this year's lunch options. ▪ After an analysis last year, unpopular or lower quality items were dropped from the menu options. ▪ Discussion regarding sending out an online survey re: other preferred restaurant options. The survey will also help determine the frequency of future lunches. School in agreement to assist with facilitating the survey. - o More discussion on fundraising will occur at the next meeting.	
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	Proposed Projects or Expenditures • Proposed expenditures by MFO Administration: - o Current expenditure requests will spend approximately half of the casino funds. The administration indicates they have prioritized the following requests for this year and plan to reserve additional requests until next year. - o Grade 6 band instruments. Instrumental Band Teacher Ms. Harbin presented a request for more instruments (saxophones, trumpets, etc.) to ensure each student has an instrument (no sharing). Grade 7&8 have enough instruments but bringing on Grade 6 Band Option results in a shortfall of 21 instruments. School has purchased \$19,152 worth of instruments to replace and add to the inventory. There is a budget for repair and maintenance. Ms. Harbin presented a quote from Long and McQuade for 21 instruments totaling \$17333.40 and requested this expenditure come from the casino account. - o Literacy request presented by Ms. Fetter. With the change in curriculum, "Bug Club" are new small group books recommended by division. Books are targeting the DIV 1 ELA K-Grade 2 curriculum. The request was made for 131 sets of 6 books at a cost of \$7,130.80. Sample books circulated. Books have a range of topics including social and science, but the focus is literacy. - o Request from Mr. Madunicky for Junior High CTF laptop computers to replace the previous set of laptops that are 10 years old. Currently there are 20 laptops in good condition, Request for 10 more laptops to complete the class set. Laptops are \$1.845 each (\$19,380.90 total for the set). • Commitments motioned for from the operating account: - o Motion for \$2000 from the operating account to pay for the insurance to protect those involved in PFA. Motioned by Heather Burt, seconded by Chris Bullen. The majority vote in favour. Motion carried. - o Motion for \$500 from the operating account to pay for incidentals for items such as stationary, cheques, bank fees, etc. Motioned by Heather Burt, Seconded by Chris Bullen. Majority vote in favour. Motion carried.	• Motion for \$17,333.40 from the casino account to be used for 21 instruments for Grade 6 Band option by Chris Bullen, seconded by Kimberly Moore. Motion carried. • Motion for \$7,130.80 from the casino account to be used for 131 sets of 6 books (Bug Club) by Chris Bullen, seconded by Jenn Alyward. Motion carried. • Motion for \$19,380.90 for 10 laptops for CTF class by Chris Bullen, seconded by Karley Lewis. Motion carried.
	Elections • Charles Mangwende is the current president and has offered to remain on his this position. Although unable to attend meeting, he sent an official letter to say he will stay on. Nomination made for Charles Mangwende as president made by Tara Kelly. Seconded by Karley Lewis. No other nominations brought forwards. Charles to remain President by acclamation. • Tara Kelly current Vice President and offered to remain in position for her final year on the PFA executive council. Tara nominated herself with Heath Burt seconding the nomination. No other nominations were brought forwards. Tara to remain as Vice President by acclamation. • Kimberly Moore nominated self for the position of Secretary. See SAC minutes as Secretary is a joint position between SAC and PFA. • Heather Burt is the current Treasurer. Heather is able to on for one more year in the Treasurer role for one more year before she must transition out of the role. Heather nominated herself to remain in the position of Treasurer. Nomination seconded by Tara Kelly. No other nominations were brought forwards. Heather Burt to remain as Treasurer by acclamation.	

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Meeting adjourned: Meeting adjourned at 8:58PM
Next meeting: November 5, 2024 at 7:00PM