TECUMSEH VISTA ACADEMY PARENT COUNCIL MEETING AGENDA
OCTOBER 24TH, 2016

REGRETS: BRENDA FLETCHER, LISA BARRON, SHERI HASTE, CHRIS
ANN LAFONTAINE.

IN ATTENDANCE: Maria McMann, Concetta DiCesare-Cafueri, Amanda
Schweyer, Gloria Rey, Janet Eyraud, Kathleen Boice, Teri Zanganeh,
Alana Beemer, Samar Jasmin, Heidi Hotz- Nourse, Mary-Anne Panek,
Diana Fratarcangeli, Debbie Langlois, Dubravka Zutic, Susan Braun

CALL TO ORDER @ 6:38 P.M.

APPROVAL OF MINUTES - motion to accept motioned by Heidi Hotz-
nourse and Kathleen Boice;

FINANCIAL REPORT - CONCETTA/TERI
Reconciliation of last year finances
Concetta went through 2015-16- 2014-15 to clarify if monies were
actually dispersed. Elementary was overpaid $3600; o/s $1500 grant funds we owed to elementary; balance overpaid elementary $2100;
asking for receipts to disperse $2100. Paul Bisson, Elementary
Principal explained that secretary, Michelle Girard had provided receipts for expenditures but Concetta was not aware of such receipts until further clarification. These 2 receipts include landscaping mulch $1482.35 and $944.31 to Cedarhurst for front
lawn stone with engraving equalling $2100, therefore
overpayment has been cleared and reconciled.

We owe secondary $1900 in grant funds less $115 equals $1785 needs to be paid out to secondary in exchange we need receipts to reconcile this amount; consideration being made to write cheque for this amount and attach receipts.
Bill Toews currently has $900 worth of receipts for last year’s funds and will provide additional receipts in amount of $1900 for this new agenda item.

Concetta presents that overpayment of $2100 in error should be equal between panels and presenting possibility of paying same to secondary.

Concetta has cheques written without receipts to reconcile payments made (i.e. insurance, greening of $16,000, and safety vests, secondary bursaries (cheques were written to students and require documentation of such) therefore Jen Kepran will need to provide.

Library, Fun Run & Holiday Bazaar cheques were written but no receipts were provided. Kathleen Boice explained that cheque written for Holiday Bazaar proceeds were shared with student volunteers that were handling that table.

Paul spoke to Kathy Dominato, books were balanced at board level. All monies in account balance need to be transferred and taken care of by Michelle Girard, Secretary; Paul will inform bank to transfer balance which means Treasurer will no longer handle deposits, only secretaries will perform this role internally; for instance, grant $ coming into secondary needs to be deposited in secondary’s account, one bank account with 2 sub-categories: grant $ and fundraising $; following reconciliation of tonight’s discussion, Michelle will send council a report of all transactions recorded during the month to be able to present a treasurer’s report at each monthly meeting; it is a new process and we are unique as a 2-panel school so there will be a learning curve for all; Michelle will prepare cheques and requires 2 signatures from administration only; as of September 30th balance was $19,515.14 less $500 for cheque #124 which has since cleared and other items cleared leaving $17230.14 as today’s balance.

ELEMENTARY REPORT - PAUL BISSON
Chris Lawler, $3,600 - discussion on phasing out expenditures throughout the year; voted & approved in full;
Naomi White Eco Team hoping to achieve “gold” and expand our
compost to purchase plastic shoebox bins to collect scraps at cost of $50; motion by Alana & Samar voted & majority approved; Mme White also asking $50 for “Terry Fox Lives Here” flag to commemorate our walk; motion by Alana & Samar voted & majority approved; $1222.80 request by Deb Paulin, Librarian to purchase books for both tracks; not available through Literacy Night; motion by Samar & Alana, approved majority; $750 request by Michelle Thibert to purchase Aesop’s musical copyright to a foibles; voted & majority approved; $790 Dan Frizzel and N. Lousier for Lego kit, team t-shirts and tournament fees; baked sale planned and hoping to raise $150 in funds toward t-shirts; motion by Teri & Samar; voted & majority approved; Computers, $10,000 Upcoming events

SECONDARY REPORT - BILL TOEWS
P.A. System, $5,000 - $6,000 sound & light technicians that are board employees provided that estimate yet have been too busy to quote purchase & installation fixed cost; they will make their recommendation and install once we give them go ahead; this benefits both panels!! - motion to allocate cookie dough funds to this - voted unanimously; Halloween Costumes - Stacy George, educator has for years raised money for costumes for kids on west end - not sure what she can do with funds if received at this late time; motion to spend $100 by Kathy & Maria, approved Robotics, $7,500 - asking for $1,000 - motion by Kathy & Maria - approved majority; Mrs. Muscedere, secondary library, $656.00 - motion by Kathy & Maria - approved by majority; Pink Day update raised over $10,000-$15,000 including a great buzz of excitement and engagement; article coming in Shoreline this week written by Maria; Upcoming events include pep rally already taken place this past Friday which was an incredible “coming together” and spirit rallied together as a school - very positive!! Academic Awards November
16th Night of Excellence, grade 8 info night end of November (30?)/early December (14th?) - tbd;
2016-2017 allocate funds for secondary bursaries totalling $1,100 - motion made Janet Eyraud & Heidi Hotz-Nourse seconded;

AVIVA COMMUNITY FUND COMMITTEE - c/o HEIDI - UPDATE -
Awesome team along with council and school staff at time of report we had 25,725 votes in first place, second place at $17,000

Book Fair - Danielle
Parent/Teachers Interview fundraising idea - Danielle
Danielle spoke at 7:30 about Literacy Night on November 17th from 4:30-7:30 and November 21-24 from 9:15-3:00 with 7 authors, Santa Claus, repertoire on secondary side; parent teacher interviews, no bake sale from grade 8’s, literacy night with classroom wish-lists in lieu of personal holiday gifts; this is 6th year of doing this event; normally book fair runs 3x/year and anywhere between $15-20,000 of spending dollars comes back into the school and students; Tecumseh Tribune promotes community involvement each year; anything we can do to promote is beneficial; secondary student volunteers will run crafts & fun centres at no cost; seeking volunteers during book fair hours in addition to this evening; Janet Eyraud will chair food committee along with Samar & Concetta;

Aviva: votes and still have voting; ensure everyone has placed 18 votes; voting will continue tomorrow in both panels; promoting everywhere (Shoreline, local media, Windsor Star, AM800 Facebook page, Kiss n Ride, flyers at P/T secondary night, brokers, tweeting, email school board trustees, community schools, etc.

COOKIE DOUGH COMMITTEE - c/o KATHY BOICE - totals $18,697 with 40% in profits, delivered on the 17th, need help to distribute that evening, closer to date she will send out email for commitment to help; delivery time expected from noon and on; cafeteria has been reserved for the afternoon; will approach guidance for
secondary student volunteers after school hours; Brenda Fletcher, Maryann, Samar, etc. will assist.

NEW BUSINESS

Holiday Bazaar - KATHY - tremendous amount of work with days of work lost, profits less than $1000; not holding a bazaar this year; in future, requires more notice;

Fundraising - KATHY - ideas include selling chocolate, kettle corn, Avon, more info to come; pasta dinner, christmas party; take-out; family dance/event/pasta night for family day of February 20th, 2017; Maria as chair, Concetta, Teri, Diana & Samar;

Bursary committee - KATHY - new Chair to replace Kathy & other members to start early with a new entry form and early deadline to allow students sufficient time to enter;

Mind Force committee - KATHY, chair, Debbie, Duda, Heidi, Janet, Teri, & Amanda;

Bylaw committee - KATHY as Chair, to be formalized and voted on - Janet, Teri, & Heidi will assist;

Dance Team - KATHY - Captain & several mothers have approached regarding a work order to put up mirrors and other equipment to be transferred from Lowe - asking Bill Toews what he knows of this work order - he explained that the employee has been reduced to part-time with a long list of work orders;

Email PAC newsletter - tabled until next meeting date;

Student Rep - MARIA - other councils include an Secondary student-rep from school’s student council at start of meeting and then leave. As the school is growing and becoming a vibrant high school
wondering if it is time to invite student council to our meeting. Bill said that would be possible.

**Distracted Driving** - MARIA - Tecumseh Community Policing Committee (TCPC) has started a distracted driving campaign. They will be approaching Vista to get the students involved in a competition with the other four local high schools: L’Essor, St. Anne’s and Belle River to design a logo that can be used on car window decals, stickers, road signs, etc. Mayor and Town Councils are supporting this initiative. A distracted driving app will also be tested by students and adults.

**Multicultural night** - MARIA, Chair & Samar, Co-Chair

**GECPIC** - MARIA - Alana & Maria are attending tomorrow evening but requesting other individuals to attend month to month if needed.

**GRANTS COMMITTEE** - Paul soliciting council members to spend granted funds accordingly; Samar, Heidi & Teri will assist; Scoreboard donated by Troup family - large scoreboard would cost $15,000-$17,000; Kathy Boice mentioned that their preference would be for a field house which costs high;

**ADJOURNMENT** @ 9:05 motion passed by Samar & Kathy

**NEXT MEETING**: November 14th, 2016 at 6:00 pm for executive and 6:30 pm for School Council.