

Nelson Waldorf School Parent Council Meeting Minutes
May 18, 2010
Staff Room 6:30-8:30 PM

Martha Wilson - Chair

Trena Gauthier - Meeting Recorder

Iain Pardoe, Bronwyn Murray, Lisa Lockett, Jane Courtney, Felicity Blaiklock

Festival and Parent Rooms

Martha – Georgia would like to designate a parent to be responsible for the upkeep as Pam is responsible for the costume room. The hope is that Pam will find and train a replacement when she is ready to move on and that all parents involved will follow this system.

Finances

Iain - Year-end final report will be attached to these minutes at the end of this school year.

- PAC Grant money has to be spent on extra-curricular things such as festivals, playground, musical instruments, etc.
- Iain has applied now for Grant next year
- Last year's Grant was based on \$10 per student, next year it will be \$20 per student
- Parent Council will balance Grant money spent across all classes

Grocery Cards –

- Not enough take-up of Safeway cards to continue next year
- Class 8 will do Save On Foods next year, details are not clear yet as to how income is distributed, possibly for class and school (upper playground)
- We need someone to step forward for Co-op cards next year, it's an easy one. Co-op only has 2 schools per year that participate. Someone needs to ask them soon if cards are available for our school again next year. As per Martha's suggestion Trena offered to take this on, she will be involved with Cl. 7 next year and it's good practice prior to Cl 8. Clarification required around amount that goes to class and amount that goes to whole school. [Subsequent clarification from Georgia that Co-op have expressed a preference for money to go to whole school and not a specific class.]

Marketing

- Dharmas' money distributed between Cl. 8 and the whole school.
- Summer Marketing - Faculty needs to approve, Martha will email faculty, parents help prepare and/or attend, Lisa is interested in helping.
- Dates are: July 1 Lakeside Park and three downtown Street-fests
- Bronwyn suggested that follow-up from these events would be a great marketing step.
- Starbelly Jam Festival (July) – Martha mentioned being unsure about having items from the new parent room go, some things don't return (ie. Tables, benches, chairs, crafts)
- Jane suggested PC show appreciation to parents and faculty for undertaking grocery card initiatives with a coupon for \$10 or some small token. Discussion then around how we honor service overall. Principles around "service" – the money should always come back to the children. Felicity suggested a Volunteer Tea at the end of the year.

- Saturday Kinderhouse Mayfest – Bronwyn has posters to be distributed around the community. This festival is excellent marketing for the school.
- Upper School Mayfest – Class 6 Fundraiser, Trena is involved, helping organize for next Friday.

Volunteer Form

Lisa – Jonathan Lockett will create a database with all the collected information.

- Lisa will have Jonathan contact Iain to review
- Need to connect with Bev and Keitha also to avoid duplication of effort, they are involved with enrollment information not volunteerism information at this time
- Jonathan is interested in creating an Alumni database as well.
- What is the computer system the school is using now and can it handle databases?
- The suggestion was made for a Volunteer Group rather than one person for the whole school, to look ahead at upcoming events and phone families directly.
 - Trena and Lisa are interested in this, first require clarity on what exactly is needed, a specific intention.

All School Welcome

- Bronwyn may be interested in helping with this, will decide closer to the Fall
- Martha – maybe faculty will circulate a plan ahead of time?
 - Needs are : set-up table, work the table, have sign with date of first PC meeting and volunteer forms. (Martha will chair first meeting – date to be after this event, she has volunteer forms etc.)
- Trena is interested in helping with set-up and PC table during event, can start prepping a few weeks prior to event.

PC Steering Group next year:

- Iain will circulate PC Guidelines again via. Email.
- Iain will continue to be Treasurer, is hopeful to pass to someone else next year
 - Bronwyn asked if money is required in the summer and Iain will be away all summer, what about signatures?
 - We have 3 signers now, which is good.
 - We don't have much money and no large projects during the summer.
 - Iain will leave cheque-book with Bronwyn
- Bronwyn needs to step back, will come to some meetings next year.
- Trena and Jane will continue to come to meetings next year.
- All agreed we need a faculty member on PC, we're thinking possibly Carron Mulligan if she's willing and able.

Next meeting: September 2011 (date tba)