

School Society (A.P.E.F.C.) École Citadelle

January 10, 2023

Attendance – Chantal Bjarnason, Michelle Prefontaine, Natalie Rivard, Lisa Magera, Joanne Good, Andrea Burns, Marie-Paule Vandersteen, Candice Belanger, Tessa Frank, Mélanie Thibault, Guylaine Jacques

Absent – Tania Mayer, Nicole Cyr

1. **Reading/Approval of Agenda – P : Joanne A: Tessa**
 - a. Amendment – change title of agenda to read “school society” rather than “council”
2. **Reading/Approval of Minutes from November 8 – P: Michelle A: Chantal**
3. **Financial Report – Natalie Rivard**
 - a. **Casino Account** - \$4199.49 (as of Nov 30 statement)
 - b. **General Account** - \$16755.09 (as of Nov 30 statement) however, roughly \$10K has been debited since, for Fundscrip orders
 - c. **Casino update** – went fairly well, aside from some sickness and confusion on the location of casino, there were no “no shows”. Natalie filled out our request for the next casino – advisor did mention they are always short on volunteers to work Easter and Christmas seasons. Do we want to look at that in the future? Could get casinos more often if willing to take these times.
 - i. Natalie requested Joanne email her a copy of the AGLC Licensing Eligibility report that she had submitted on June 28, 2022.
4. **New Business**
 - a. **Healthy Hunger** – Easy to sign up online, just need form of payment. We can piggy back with Legal School to have it delivered as a one. Need to find out from Legal School frequency – so we can select same dates. Potentially once a month. Cost on average? Candice to find out more info.
 - b. **Meeting with Junior High** – Lisa will be meeting with student council on Thursday, January 12. Will discuss what kind of events/activities they’d like to see.
 - c. **More positions/members** – APEFC hasn’t done a good job on advertising what we do to recruit more members. Create a “nickname” to refer to our group, similarly to Friends of Legal School Society (FOLSS)?

Start adding a link to the weekly email with our meeting minutes. Also, to be effective we need to divide roles into sub-categories.

- i. **Social Media Coordinator** – create Facebook and Instagram pages to alert families of our activities and fundraisers.
 - ii. **Hot Lunch/Healthy Hunger coordinator**
 - iii. **Event coordinator**
- d. **School website – meeting minutes** – currently our meeting minutes are not uploaded onto the website, but Marie-Paule will work on getting those up.
- e. **Information packets at town office** – Ecole Citadelle has no information for registration or about our school at the town office. Marie-Paule will look to see if she still has some, if not, will request from the school board.
- f. **Review items for yearly purchasing/financing** – Natalie emailed to all members a report of what we typically spend funds on each year. Prior to next meeting, each member needs to make a list of areas they feel are priorities (ie, technology, books, field trips) and next meeting we can create a budget and decide what we want to support.
 - i. **Survey** – Michelle offered to create a survey to send to families to find out what items they feel are important to support.
 - ii. **Grants** – Grant money is an option for raising funds – need someone to dedicate time to filling applications – Vanessa Keenan? FOLSS hires a firm to search and apply for grants.

5. Items for follow-up

- a. **Hot Lunch** – Starts next week, Thursday, Jan 19
- b. **Gift card fundraiser** – profits \$833.31, less than in 2021
- c. **Ice Melt** – have only sold approx. 15 bags of the 56 total, if we start social media pages, we can advertise more. Marie-Paule sends reminders and it's also on the weekly "semaine en bref".

6. Monetary Requests

- a. **Hockey Academy Jerseys** – Asking for \$1500
 - i. Canvassed local businesses, received \$2050 from 3 sponsors; quote is \$3850, leaving \$1800 short.
 - ii. Jerseys were last purchased December 2013, so almost 10 years old.
 - iii. Tabled until next meeting once we have budget/spending priorities in place.

7. Next Meeting – Tuesday, February 14 7pm 8. Meeting adjourned – 8:40 pm

ACTION ITEMS

3. (c) (i)	Email AGLC eligibility report to Natalie Rivard	Joanne Good - completed
4. (a)	More info on Healthy Hunger - Costs (average), Frequency	Candice
4. (c)	Include a link in “semaine en bref” for our meeting minutes	Lisa
4. (d)	Publish meeting minutes on school website	Marie-Paule
4. (e)	Provide info packets/registration forms to Town of Legal office	Marie-Paule/Candice
4. (f)	Review emailed list of school activities/events/items financed by school society and prioritize in your opinion	Everyone
4. (f) (i)	Create a survey to be sent to families for feedback on what they feel our society should prioritize supporting the school with	Michelle