

## Parent Association Minutes – March 11, 2026

**Present at meeting:** Principal Mary-Elizabeth Kaiser, Assistant Principal Debbie Bauman, Learning Leader Michelle Gordon, Lauren Hogue, Jennifer MacDonald, Anne Jordan, Julia Harron, Serenity Shalev, Devin Wyatt, Grace Proske, Breanne Parker

1. Call to Order at 7:16pm by Jennifer MacDonald.
2. Motion for approval of minutes from February 10, 2026 by Devin Wyatt, seconded by Anne Jordan. Minutes approved.

### Committee Reports:

3. Treasurer's Report (Devin):
  - Monthly Financial Review
    - i. The bank reconciliation and activity as of March 9, 2026 is attached to these minutes.
    - ii. Parent Association account balance as of March 9, 2026 is \$15 761.29
      1. Healthy Hunger (Via Cibo) and Cobbs Bread payments came in over the last month
    - iii. Casino account balance as of March 9, 2026 is \$96 678.59
      1. Reimbursed the school for busing and Sound Kreations residency
      2. Deposit of casino funds came in
    - iv. Investor banking account balance as of March 9, 2026 is \$1004.88
  - Budget Overview:
    - i. \$31 277.00 in spending for school's wish list was approved at September 2025 Parent Association meeting
    - ii. So far 13 011.85 has been spent, with remaining balance of 18 265.15
  - Scooter Rack:
    - i. Order has been put in and are waiting for it to arrive so no funds have been spent for it yet, but is coming
  - Insurance was amended with \$2 million in coverage
  - Annual AGLC report was submitted for review in December. Devin received notification that the report was processed and everything is in order
  - Passive fundraisers - Cobbs Bread, Mabels Labels, Skip the Depot - Devin is contacting/has contacted these companies for updates on fundraising
4. Social Events/Fundraising (Breanne):
  - School Dance

- i. Cost of DJ is \$350. Half of that has been paid as a deposit
  - ii. Cost of treats is estimated at \$350 - this will be reimbursed through selling of treats
  - iii. Previously approved \$500 for dance but cost is looking like \$700 at the moment (with some refunds/sales of treats to come in later) so will need an additional \$200 now to cover the cost and then will recoup monies after the dance once sales of treats have been completed (motion for this additional funding in 'Other Business')
  - iv. Details
    1. Will run 6-7pm and 7-8pm. Superhero theme
    2. Earlier time is designated for younger grades K-2 and later time is designated for older grades 3-5. However, families with siblings in both grade groups can sign up for a specific window altogether
    3. DJ will transition groups by making an announcement and raising gym lights. Families will exit through gym/Rec House doors and incoming families will enter through Staff door from parking lot
    4. Gym capacity is 450 people. Cap will be set for each time at 400 to allow space for any families who did not previously sign up for a time slot
    5. Will not have printed tickets or attendance list to ease congestion at entrance
    6. Snacks and water will be sold for \$1
  - v. Breanne will create communication about the dance that will go out in the school's weekly email
  - vi. Devin will set up Zeffy system so families can sign up for a time slot and will get float for snack tables
  - vii. Grace will create a flyer to be sent home with students after Spring Break. Registration system will open on Tuesday after Spring Break
  - viii. Recruitment of volunteers:
    1. Adult volunteers: email will be sent to cleared volunteers to fill needed positions (Mary-Elizabeth will coordinate this email); Grace will create sign up genius
    2. Student volunteers: Grade 5 teachers will gather volunteers; 20 minute time slots and 3-4 students per time slot
- School Apparel (Grace)
- i. 182 items sold through online store!
  - ii. Approximately \$1300 will come back to Parent Association

- iii. We will wait until September to place spirit wear orders for new students
- iv. Purchased 3 staff hoodies for new staff this year. The cost of these hoodies were covered in remaining Spirit Wear budget

5. Staff Appreciation (Jennifer):

- Next Wednesday, March 18 is Sweet Spring Treats

6. Fun Lunch (Anne):

- Subway order yesterday went well and was very smooth
- Second fun snack of the year is next week (Saucy Bread Company)
- Next fun lunch is April 13 (Coco Brooks)

7. Learning Grounds/Playground (Serenity):

- No updates

8. Casino Coordinator (Breanne):

- No new updates

**9. Other Business:**

- Motion to add up to \$250 more to \$500 established budget for school dance. Motion by Grace Proske, seconded by Serenity Shalev and Devin Wyatt. Motion passed by unanimous vote.
- Call for website design volunteer.
  - i. Current volunteer is moving and position is now open. Website is set up and will just need maintenance from time to time.
  - ii. Call will be put out in weekly email. If no volunteers, Devin can maintain the website for remainder of this year.
  - iii. Website link will be promoted in weekly email and, if possible, on school website

**10. Dates and times of next meetings:**

- **April 14 Tuesday @ 6:30pm**
- May 13 Wednesday @ 6:30pm
- June 9 Tuesday @ 6:30pm

11. Adjournment at 7:51 pm by Jennifer MacDonald.