# **Townsview Home & School**

## Meeting Minutes

April 2, 2019

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| Present: | Melanie Campbell  Ligia Carvalho  Emily Douglass  Joanne Guthrie  Anna Hamill  Jane Jones  Karen Payne  Brittany Markey  Suzanne Morgan  Pamela Steeves  Becky Webster-Snoad  Pat Thorne |
| Absent: | Charlotte Morgan |

Meeting called to order 7:15pm

**March minutes** – motion to accept by Jane, seconded by Ligia

1. ***Treasurers report***

* Invoice for Dr. Chorney, clinical psychologist, presentation to parents. H&S will financially support. Melanie motioned, seconded by Pam. $549.20. Each school has been asked to promote the event. Should advertise on Town’s blink box, Facebook, school newsletter, website.
* As of March 12, balance was $4723.00

Expenses were: 2 donation boxes; school house library; Easter basket; pop and twizzlers, pizza for middle school dance

The dance brought in $196

Upcoming financial commitments – books for reward program (budget of $500) Family support group

Current balance is $4593.30

* Cheques from RBC and Manulife for the Family Fun Fundraiser have not yet been deposited

1. ***Upcoming Events/Activities***

**Book Reward Program –** One book will be given to one student in each class. Criteria – most improved student/classroom…. academic, behavior, attitude, etc. Pat will correspond to the teachers on behalf of the home and school association. Could incorporate the elementary one into the end of the year assembly. For middle school it could be incorporated into the Middle School Awards night/prom. Recipients will need a voucher/certificate. Ligia will send text/words to Pat for her correspondence.

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**Parent/Teacher Interviews -** Jane to bring the Easter basket. Anna will take the cash box. Bake sale/Raffle sales volunteers…

Thursday Anna to set up

Brittany 4:30 – 8pm

Suzanne 5-6pm

Jane 6-7pm

Friday Pat will set up Friday morning

Ligia – 9 – 11:30

Bakers Pam, Becky, Britanny, Suzanne and Jane

**Superstore bagger** – Volunteers are Ligia, Pam and Emily. Need 5 more students, 13+. Have 7 kids confirmed.

**Family fun day -**

**Pam** announced **2 extra donations** – NBCC donating a playhouse. E Cummings donating a load of gravel and a cash donation.

**Anna**, lead on **volunteer coordination**. Noted we are in a dire situation for volunteers. Have 10, need 20. Everyone present to find one person to volunteer, send their names to Anna. If Anna could whip up a letter asking for parent volunteers, Pat will send it to parents. Charlotte will not be attending. We can use the school’s two-way radios.

Bbq – 4 adults and kids

Silent auction – 2 adults

Yard Sale – 2 kids organizing, 3 rbc ladies, 2 adults

Bouncy castles – 1 adult and one kid/ castle = 8

2 pickup trucks

**Waiver** for bouncy castles. **Suzanne** will forward to Pat and Pat will e-mail them to parents to preprint and sign

**Tables**, 2 bbq, 2 bake sale, 4 silent auction, face painters, tattoos…15 tables total

**Emily and James** to provide tables and set them up Friday night, **Suzanne** will bring some from firehall

**Games**, Tatoo’s, Facepainting, Photobooth, colouring pages:

**Karen and Anna** will coordinate setting up.

Plinko – winners could receive a piece of Halloween candy

Townsview has games – Anna will ask Erin

Get a teddy bear donated, name the teddy bears. Need ballots, Jane. Do guess the jelly beans as well

Fishing – Brittany

Tatoos – Brittany – 1000

Jenga is already at the school

Twister. Melanie will donate.

**Tickets for spin** to win, need more**, Ligia**

Photo booth – yes

Face painting – Jack TLC x 2 people $35/hour. Will pay cash.

Colouring pages – need more big markers, Brittany will print off the colouring pages, a space for their name and phone # on the back

**Bbq** **- Joanne** reported that we still need bbqs. Pam has a bbq and Joanne could bring hers.

We have 600 cans of pop - should buy more, maybe 1000 in total. We have a $200 gift card from superstore if we need more. Water, will need more, ask Exit Reality. Have chips already. Juice boxes if we have extra money. 2000 napkins. No plates. Garbage bags. She needs Tongs and flippers. Valley refrigeration will be parked next to the bbq. Rip up the McCain cake tickets so they can’t be used twice. Ice – maybe McDonalds, etc. Dooly’s, Becky. Coolers need 5-6 coolers. Anna, Suzanne and Emily will bring coolers. Handwash station. Joanne to provide. Joanne to bring hand sanitizer. Maybe can be bought at Costco, also plastic gloves.

**Silent Auction Bid sheets**, **Ligia and Suzanne**.

**Ligia** will **order bracelets** for kids to wear once they’ve signed waivers. 2000

Motion to purchase $100 for bracelets and more lanyards by Melanie, seconded by Anna

**Raffle tickets**, done

Need pens, Suzanne has 40

Plastic grocery bags – all committee members please bring some for yard sale

We should play music in the gyms

Should have more comfortable seating areas in the gym

**Signs** Jane. Need: Thank you signs, 2; Sign your waivers here, 1; Sign for shoes 1; Signs for new games. Motion was passed to purchase the cost of the signs. Motioned by Ligia, seconded by Pam.

**Facebook** updates – Ligia trying to post on a schedule – let Ligia know what to post

Meeting adjourned 9:10pm