



Société des parents pour l'éducation Francophone de Wainwright (SPEF)  
04 Oct 18  
Minutes

Present: Kathy Mossop, Celine von Engelhardt, Audrey St- Pierre, Marie Eve Blais, Sandra Burr, Alexandra Lemmetti, Julie Belisle, Éline Durocher, Cheryl Cokes, Lindsay Schock,  
Regrets: Nil  
Absent:

**1. CALL TO ORDER/OPENING REMARKS**

- Meeting called to order at 17h35 by Céline von Engelhardt
- In the future the meeting of the Conseil des parents will take place first, followed by the SPEF meeting out. An exception was made tonight as children were present.

**2. APPROVAL OF THE MINUTES FROM SEPTEMBER 19, 2018**

- Motion to approve the minutes from Sept 19, 2018 as circulated
  - i. Motion by: Celine von Engelhardt
  - ii. Seconded by: Marie-Eve Blais
  - iii. **Carried**

**3. ADDITIONS TO THE AGENDA**

- Email address for the SPEF

**4. APPROVAL OF THE AGENDA**

- i. Motion by: Cheryl Cokes
- ii. Seconded by: Audrey St-Pierre
- iii. **Carried**

**5. OLD BUSINESS**

- To complete the handover of finances and to add new signatories to the accounts, information is required for the bank. Celine distributed a sheet for Sandra, Cheryl and Lindsay to fill out. She will return the information to the bank.
- Handover of fundraiser materials to Marie-Eve/fundraising committee to discuss prior to next meeting
- Handover of casino materials to Audrey/casino committee for review prior to next meeting
- Handover of 2017-2018 events binder to Julie/Parents committee for information and review

## 6. TREASURER'S REPORT

- **Current bank balances**

Operating fund: \$1,638.10

Playground fund: \$4,296.04

CASINO fund: \$4,736.57

- New treasurer will set up and accept e-transfer payments for hot lunches and fundraisers (School Cash program is not an option as it is linked to the school's
- bank account, not SPEF)
- Cheryl will also file annual information about SPEF with Alberta Government, as per regulations.

## 7. CASINO COMMITTEE

- Next step is to secure the services of event managers. Included in document handover is information to proceed.

## 8. FUNDRAISING

- Sandra and Céline to plan hot lunches for November and December and to distribute an order form to parents before November 1.

## 9. ADDITIONS TO THE AGENDA

- Parent council email is: [conseil.sc@centrenord.ab.ca](mailto:conseil.sc@centrenord.ab.ca)
- SPEF email is [Spef.wainwright@gmail.ca](mailto:Spef.wainwright@gmail.ca) (only president and treasurer will have the password)
- Wainwright on Wellness (WOW) coordinator Colby Hinton contacted the Parent Council by email, seeking information on the school demographic for future inclusion in WOW events. Email given to Mme Durocher to share with ISC Sarah De la Sablonnière-Boily.

## 10. NEXT MEETING

- Mme Durocher will forward a calendar of future meetings to the school board
- 1800 Nov 1<sup>st</sup> next meeting Meetings will be held on the first Thursday of each month
- **The next meeting is scheduled for 1800 on Thursday, November 1<sup>st</sup> 2018**

## 11. ADJOURNMENT

- Motion to adjourn: Sandra Burr
- Seconded by: Julie Belisle
- Meeting adjourned at 1800

**CARRIED**