

Camilla School Support Association Minutes

Camilla School

September 17, 2024

1. Attendance: Carol Nelson, Kathy Paquette, Kevin Elias, Joe Dwyer, Veronica Schoenberger, Blaire Kochling, Megan Schwandt, Michelle DeRudder, Deb Rowbotham, Robyn Sheehan, Penny Fisher, Shalleen Moore.

2. Call the meeting to order 7:10 pm

3. Approval of the minutes from June 18, 2024

- Motioned by Penny
- Seconded by: Deb
- All in favour - motion carried

4. Review of Agenda – Additions and Approval

- Additions from Camilla School Council
 - Coffee cart request and
 - Snacks for the parent session in October
- Motioned by Penny
- Seconded by Deb
- All in favour - motion carried

5. Reports

- President / Vice President
 - CSSA Spending History (attached)
 - Here are some highlights:
 - On average the spending ranged from 7500-9500 school related items; this does not include the funds used to support larger projects.
 - Nutrition budget - We are planning to pay for the grab and go and coffee cart and then the school will reimburse at the end of the year for these expenditures at the end of the year.
 - 2024/2025 Fundraisers
 - Prairie Gourmet - currently running
 - Comments - The timing wasn't great because of the school fees that just came out. We can look at timing and possibly some new information so parents don't feel so obligated. (for example we will have other opportunities in the year)
 - Planning for spring - Widnoysikis
 - Playground upgrades
 - Costs (~\$900) are currently being covered by the school
 - The sand rotterilling was completed by volunteers.
 - Tree Watering over the summer - complete
- Treasurer Report (see attached)
 - Since June 2024 - September 2024
 - Income: \$672.11
 - Expenses: \$1092.04

- Current Balance
 - Regular \$28,438.51
 - Casino \$22,356.32
- There are some outstanding motions discussed over summer, as per the treasurer's report.
 - Lauren motion to reimburse Lauren Whitson \$418.87 for hot dogs from June 2024.
 - Motion to reimburse Amanda Paquette \$46.56 Grab & Go
- Invoice for the outdoor classroom is \$23,100
 - Megan motioned to cover the \$743.66 from our regular account and the rest will come from the casino account; Penny seconded. Motion carried.
- Casino Chair
 - No report
 - The next scheduled casino Q4 - 2026
- Grant Chair
 - Is there interest in pursuing a grant for chromebooks - comment from Kevin is that we are good for now.
- Administration/Parent Council/Student
 - No additional items not flagged in CSC meeting.

6. Old Business

7. New Business

- Coffee Cart
 - Lauren motioned to approve grab and go and the coffee cart together monthly for \$220; seconded by Carol; motion carried.
- Snacks for the parent session in October
 - Lauren motioned to cover the snacks for Oct 22 for an amount up to \$150; seconded by Carol; motion carried.

8. Summary of Motions

- Lauren Whitson \$418.87 for the Hot dogs
- Amanda Paquette \$46.56 for the Grab & Go
- Harvest Grab donuts \$118.24
- Grab and go and coffee cart 2024/2025 Monthly for \$220
- Snacks for October 22 Parent session \$150
- Outdoor Classroom - \$23,000 (with \$743.66 from the regular account)

9. Next Meeting of the CSSA - November 19, 2024 7 pm

10. Meeting Adjourned 7:39 pm

CSSA Historical Income/Spending							
Income:							
	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	
Hot Lunch	\$2,579.16	\$1,414.28	\$268.75	\$979.30	\$4,051.21	\$2,913.49	
Boston Pizza				\$57.19	\$307.29	\$88.15	
Mabel's Labels	\$0.00	\$281.29	\$53.64	\$72.51	\$94.67		
Grants			\$5,000.00		\$0.00	\$3,300.00	
Fundraising	\$13,272.79	\$22,545.11	\$17,341.06	\$6,024.76	\$10,716.89	\$5,051.94	
TOTAL RAISED	\$15,851.95	\$24,240.68	\$22,663.45	\$7,133.76	\$15,170.06	\$11,353.58	
Expenses:							
	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	Current Budget
Operational Expenses	\$428.00	\$101.04	\$800.00	\$1,057.55	\$179.39	\$915.78	\$1,900
Field Trips	\$8,493.29	\$6,431.28			\$1,544.00	\$1,880.10	\$3,000
Food/Grab n Go	\$147.29	\$361.27	\$0.00	\$508.08	\$845.31	\$778.51	\$0
School Spirit				\$5,396.61	\$0.00	\$3,057.68	\$5,000
School or CSC Requests (program specific)	\$5,083.41	\$3,650.42	\$5,510.73	\$12,161.43	\$36,602.28	\$921.20	\$5,000
Staff Appreciation		\$1,495.21	\$717.54	\$1,745.67	\$1,498.24	\$598.83	\$600
TOTAL SPENT	\$14,151.99	\$12,039.22	\$7,028.27	\$20,869.34	\$40,669.22	\$8,152.10	\$15,500
		Notes:	Notes:	Notes:	Notes:	Notes:	
				Jerseys over 10k in school requests tshirts about 5k in school spirit	A large chunk of funds paid towards the playground		

Summary Report for CSSA Meeting Sept 17, 2024

Fundraising Income	Category	Amount
Healthy Hunger - April 2024	Hot Lunch	\$ 166.98
Healthy Hunger - May 2024	Hot Lunch	\$ 446.55
Mabel's Labels	Mable's Labels	\$ 58.58
Subtotal		\$ 672.11

Expenses	Category	Amount
Camilla School - Hot Dogs for Lunch		\$ 183.92
Lauren Whitson - Hot Dog Lunch		\$ 882.25
Servus Service Fee		\$ 7.00
Lauren Whitson - Hot Dog Lunch		\$ 18.87
Subtotal		\$ 1,092.04

Categories of Income/Expenses	Balances (YTD)	
Hot Lunches	\$ 613.53	
Grants	\$ -	
BP	\$ -	
Meat Fundraiser	\$ -	
A-thon Fundraiser	\$ -	
Mabels Labels	\$ 58.58	
Glow Dance	\$ -	
Cookies/Chocolates	\$ -	
Christmas Store	\$ -	
Growing Smiles	\$ -	Income YTD
Other (Misc)	\$ -	\$ 672.11
Operational Expenses	\$ 7.00	
Field Trips	\$ -	
Grab n Go /Food	\$ -	
School Spirit	\$ 1,085.04	
Staff Appreciation	\$ -	Expenses YTD
School Requests	\$ -	\$ 1,092.04

Summary

Current Account Balance	\$ 29,184.64
Amount to clear	\$ (746.13)
Committed not spent	\$ -
Regular Account Amt Available	\$ 28,438.51

Current Casio Account	\$ 22,356.34
In progress	\$ -
Committed not spent	\$ -
Casino Account Amt Available	\$ 22,356.34

Total CSSA Funds	\$ 50,794.85
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Notes:

1. Motion to reimburse Lauren Whitson \$18.87 for Gluten Free Hot Dog Buns
2. Motion to reimburse Amanada Paquette \$46.56 for Grab & Go
3. Deposit received from Alberta Government was cancelled by them
4. Outstanding cheques of \$746.13 to Lauren Whitson, Blaire Borle and Amanda Paquette (all have been pre-approved)