

FE Osborne Jr. High Parent Association Financial Meeting

Date: Jun 3, 2025

Location: MS Teams

Attendees: Michael Cutler (Principal), Scott Willoughby (Assistant Principal), Tawni Belliveau (Chair), Natalie Anderson (Secretary), Leanne Morrow (Casino Coordinator), Kerrie, Eric, Linda, Melanie G, Onome Ologe, Tatiana Dunfield, Sasha Bailey, Marla Richardson, Amit Saduera (Treasurer), Lisa Haines (Special Events Coordinator)

Agenda

1. Call agenda to order
2. Welcome and introductions
3. Approval of Agenda
4. Approval of Minutes from last Meeting (May 13, 2025)
 - a. Motion to approve – Amit
 - b. Second: Tatiana
5. Discussions and Report
 - a. Grade 9 Farewell
 - i. Previously voted that we needed to have 150 confirmed tickets sold as of May 26 to move forward and have funding from Parent Council. Currently have 175 students confirmed as coming currently. 25 parents have volunteered to come as well. School admin is attending as well as some teachers. Lots of positive feedback on the event.
 - ii. Have to finalize numbers by tomorrow (Jun 4). Council approved to cover up to \$7500 but will likely come in under \$6000. DJ was donated so this helped.
 - iii. Event is scheduled for Tuesday, Jun 10 so will send out a final email this weekend. Have highlighted that this event was supported and subsidized by council which has hopefully encouraged involvement.
 - iv. Intention was for this to be a legacy event for Grade 9s going forward. This will be decided by next year's Parent Council.
 - b. Update from Treasurer: Amit Saduera
 - i. Expect a flurry of activity this month to square up all the cheques.
 - ii. General Account: \$25,758 minus up to \$7500 committed to grade 9 farewell
 - iii. Casino Account: \$113,727
 - iv. Amit plans to touch base with Vivian (secretary) next week to square up
 - v. Amit gave Healthy Hunger void cheque to set up direct deposit going forward
 - vi. Tatiana has sent receipt for initial deposit for Grade 9 Farewell to Amit and hoping to get a cheque back soon. Had to pay remaining balance which was paid out of ticket sales. Tickets were paid for by etransfer into a personal bank account. Amit states will likely have to do differently next year for audit trail purposes.
 - c. Casino Update: Leanne Morrow

- i. Leanne signed contract for casino advisor. Now has outline of schedule which Leanne is familiar with. Leanne will set up Signup Genius with schedule.
 - d. Special Events Coordinator: Lisa Haines
 - i. Lisa reached out to Mr. Cavalleri about adding something to a potential Sports Day event like popsicles or popcorn. She has not heard back from Mr. Cavalleri. Will reach out one more time.
 - e. Theatre Seats at Bowness High School
 - i. As discussed at May's meeting Bowness High is fundraising to replace their theatre seats and many schools that feed into Bowness are sponsoring seats. When this is done, a plaque on the back of the seat indicates the donor.
 - ii. Leanne put forward a motion to sponsor 2 theatre seats on behalf of FEO. \$595 per seat so ~\$1200. Seconded by Amit. Vote conducted by asking anyone in opposition to express this. No opposition voiced by those in attendance. Motion passed.
 - f. Question from parent: Did the \$500 gift card from government come through to FEO? Parent was at a council meeting at another school and this was discussed. Meant to be used to increase engagement of parents so whatever is purchased has to be parent-focused (e.g., speaker, books that are meant to support parents). If not used by end of year has to be returned to government. Alberta School Council Engagement Grant: <https://www.albertaschoolcouncils.ca/school-councils/workshops/alberta-school-council-engagement-asce-grant>
 - i. Amit wondering if we have the letter that accompanied it that outlines how it can be used. Dr. Cutler to find this and send to Amit.
 - ii. Amit asking if there is someone on council who would be willing to purchase books before the end of the year to create a library that could support parents to avoid these funds going to waste.
 - 1. Sasha willing to support this. Has a student coming to FEO from Tuscany School next year and set up something similar at Tuscany School. Sasha to pick up gift card on Friday and purchase books before the end of the year.
 - iii. Next year plan to discuss how to spend these funds earlier in the year.
- 6. Last meeting of 2024-2025 school year. Next meeting planned for September 2025.
- 7. Adjournment @7:44 pm
 - a. Motion: Leanne
 - b. Second: Amit