

## **FE Osborne Jr. High Parent Association Financial Meeting**

### **Annual General Meeting**

**Date:** Nov 18, 2025

**Location:** MS Teams

**Attendees:** Michael Cutler (Principal), Scott Willoughby (Assistant Principal), Tawni Belliveau (Chair), Leanne Morrow (Casino Coordinator), Marla Richardson (Healthy Hunger Coordinator), Melanie G (Healthy Hunger Coordinator), Lisa Haines (Special Events Coordinator), Amit Saduera (Treasurer), Natalie Anderson (Secretary), Sasha Bailey, Emma, Shannon Mitchell-Flek, Kathryn Le-Williams, Tatiana Dunfield, Aleta Ambrose, Melanie G, Jodi, Eric Kryski, Yi, Ellen Magoon, Crissinda Crant (Student Services Learning Leader), Hanae Otagaki

#### Agenda

1. Call agenda to order
2. Welcome and introductions
3. Approval of Agenda
4. Approval of Minutes from last Meeting – No financial meeting in April
5. Discussion and reports
  - a. Healthy Hunger – Coordinators: Marla and Melanie
    - i. Had 1<sup>st</sup> one Nov 5 weeks ago and second one is Nov 19. Missed 2 full dates during strike so less funds raised. Numbers were a bit lower than in past as people just coming back. Leadership group help with delivery of lunches to classrooms. Willing to add in some Healthy Hunger dates specific to grade 9 as more snacks for fundraising.
  - b. Casino – Leanne M.
    - i. Dec 10 + 20 at Ace Casino Airport. Starting to get people signing up for casino. Leanne to sit at table at Parent-Teacher conferences and try to get more parents signed up.
  - c. Treasurer – Amit
    - i. General Account: \$22,438 (\$222 direct deposit from Healthy Hunger in November)
    - ii. Casino Account: \$78,709
    - iii. Roughly \$4000 of cheques to write for school currently
    - iv. Support for parent-teacher conference meal – Last year ~\$400 from parent council. This year teachers would like to order individual meals as timing varies when they get a chance to eat. 39 teachers - \$15/person would be \$585.

1. Leanne – Motion to sponsor up to \$700 for food for teachers during for parent-teacher. Melanie seconded this.
- v. Amit – Never got an invoice for food (granola bars, etc.) purchased for students throughout the year. Concerned that losing track of items that require reimbursing throughout year. Per Dr. Cutler – received donations of snacks from parents last year so didn't end up spending on this. Amit proposing \$800 for a snack fund for students.
- vi. No opposition voiced to either funding proposition (teacher meal and snack fund). Therefore both approved from General account.
- d. School requests for funding – Dr. Cutler & Crissinda Crant
  - i. Lacking SmartBoards. Have identified 3 classrooms that are in dire of need SmartBoards: \$6842.70 each
  - ii. PE equipment – 2 high jump mats and ping pong table: ~\$10,000
  - iii. 2 Macbook Airs needed for music lab: \$1500 each
  - iv. E-Sports Club – Have 1 Nintendo Switch and 4 controllers for 40-45 students. Another Switch device: \$950
  - v. Proposing a digital PDF yearbook as purchases of print ones have dropped. Less than 100 sold from last year. Can't use cell phones for photos for yearbook. School has a very old Nikon camera. Asking for 3 cameras. Approved to purchase through Vistek and Visions: \$313.95 each
    1. Question from parent: Is uptake low due to lack of advertising/communication? Discussion re: having a physical option and digital option. Physical options are pricey.
  - vi. Parent question re: science equipment. Some families were asked to purchase science equipment to do a lab at home. Dr. Cutler would like these labs always happening at the school. Will have asks in this department in the future.
  - vii. Parent question re: purchasing more books for the library books. Dr. Cutler – Going to get more clarification from CBE around what can be ordered in terms of books. Do need to stock up learning commons and would love to have support to do this. Library Bees Club – help with stocking and making displays.
  - viii. Grade 9 team in need of electricity kits and also chemicals for Science
  - ix. Humanities Asks:
    1. Grade 7 team wanting to purchase copies of novel "From You to Me" by K.A. Colt: \$25 per book on Amazon.

Would like to order 35 of those for 1 class set: \$875 + tax.

Grade 8 – “The Outsiders” is their novel study. Still thinking about whether they need more copies.

2. 4 grade sets of timers for fluency reading drills. Cost: \$192 + totes to put timers in (\$40): \$232 total
3. Set of classroom clipboards for outdoor learning: \$150 for 3 packs of 50. Would also need a tote or bag to carry these.
- x. All requests approved by parent council to come from casino funds.  
No opposition voiced.

xi. Summary of requests:

Casino fund	Qty	Price per	Total ask
Beginning Balance		\$78709.17	
Smartboards	3	\$6842.70	\$20,528.10
PE equipment	1	\$10,000	\$10,000
Music lab	2	\$1500	\$3000
Nintendo Switch	1	\$950	\$950
Camera	3	\$313.95	\$941.85
Gr 7 books		\$900	\$900
Timers		\$192	\$192
Totes for timers		\$40	\$40
Clipboards		\$150	\$150
Totes for clipboards		\$40	\$40
<b>Total</b>			<b>\$36,741.95</b>

6. Next meeting: Dec 16 @ 6:30 pm

7. Meeting adjourned @ 7:52 pm