



"Accepting the Challenge"

Friends of Education Fund Committee Minutes

Wednesday, October 13, 2010
Conference Room, Administration Office

Present: D. Karnes, Chair, L. Fowler, J. Pickard, A. Godfrey, D. Hardy,
D. Michaels, and K. Zabowski

Regrets: C. Manson

1. **CALL TO ORDER**

The meeting was called to order at 11:30 a.m.

2. **APPROVAL OF AGENDA**

The Chairperson invited any changes/additions to the agenda. None received.

3. **FUNDING UPDATE AS AT SEPTEMBER 30, 2010**

K. Zabowski provided an overview of the funding update attachment. K. Zabowski requested permission to send notices to principals for the Miscellaneous funds under their authority requesting that they use up the funds this year.

Agreed/Action: That a memo be sent to the school principals advising of the funds available in the Miscellaneous funds under their authority.

The committee thanked K. Zabowski for his work in providing this detailed summary for their review.

4. **FINANCIAL REPORT SUMMARY**

K. Zabowski provided an overview of the financial report attachment which outlines all the different categories (i.e. General, Scholarships, Playgrounds, and Other). The committee appreciated the information breakdown of all the different funds and funding categories.

Accepted

5. **COMMITTEE COMMUNITY REPRESENTATIVE**

It was clarified that a memo was sent out to the Parent Councils advising of the community member vacancy and K. Zabowski informed the committee that no replies were received.

Discussion ensued about what is required to participate on the committee and the timing that the memo was sent out (it was pointed out that the memo was sent out at the end of May, which is most likely not a good time because it is the end of the school year already). It was suggested to advertise in school newsletters, school web-pages, and possibly with the Brandon Sun for a new volunteer member to fill the vacancy.

Action: K. Zabowski to contact schools to request they put advertisement of the community member vacancy in their school's newsletter.

6. DONATIONS IN MEMORY OF G. GIBBONS – MUSIC EQUIPMENT

The committee was provided with eight (8) requests that were received from the schools in response to a memo sent out in May which requested applications for the donated amount of \$1,345.87. Requests received totaled \$12,330. Discussion ensued about the requests received and how the donation funds should be used (it was clarified that the funds should be used for equipment specifically for the students to use), and the parameters of school funds being dispersed.

Discussion also included the schools whose requests will not be successful. D. Hardy suggested that those requests be forwarded to the Board in February as a budget enhancement.

Agreed/Action: That the schools to receive their music requests are Green Acres (\$300), Meadows (\$500), and O'Kelly (\$420). Memos will go out to these schools and those schools not successful in their request, as well.

7. BETTY GIBSON SCHOOL – PLAY STRUCTURE

K. Zabowski explained that Betty Gibson School Parent Council is requesting the use of "Friends of Education" tax-deductible donation account; it is a standard procedure and it is recommended to accept this request.

Accepted/Action: Notify Betty Gibson School Parent Council that their request is granted.

8. SOUND FIELD SYSTEM REQUEST

K. Zabowski explained the sound field systems and how much they cost. Currently, there is \$1439.74 (in the General category) available and a sound field system costs approximately \$1500.00. Discussion ensued that Riverheights School has already received three (3) in the past and that this is the first time that Betty Gibson has requested one, how the equipment is used, and school funds ability to cover some of the cost.

Agreed/Action: That Betty Gibson School's request be fulfilled and they be notified of their request being granted. The funds are to come from the General category.

OTHER:

1. As mentioned at the May 19, 2010 meeting, a copy of the Brandon Sun Community newspaper advertisement which lists donors to the Friends of Education Fund was provided to the committee members. It was recommended that this be a regular practice at the end of every school year as it provides good information and PR to the community and committee.
2. In response to Mr. Karnes' inquiry about Archives storage once Fleming School is sold, it was confirmed that it will be handled/storage space located. J. Pickard indicated that a considerable amount of space would be required due to the large amount of information.

Adjournment and Confirmation of Next Meeting:

The meeting was adjourned at 12:45 p.m.

Next Meeting: Wednesday, June 1, 2011
 11:30 a.m.
 Conference Room at the Administration Office

Respectfully submitted,

Doug Karnes, Chair