



2-24400 Hwy 37  
Sturgeon County, AB  
T8T 0E9  
780-973-9191



## Namao School Fundraising Association (NSFA) Meeting Agenda

namaoschoolfundraising@gmail.com

September 19<sup>th</sup> 2022 @ 1800

1. Record Attendance

**Terri-Lynn England, Cherie Speer, Tasha Oatway-McLay, Lauren Dillmen, Bethany Humphreys, Leanne Schneide, Louise Loh, Darwin Krips, Erin Spooner, Sonia Baroudi, Amberly Ng-Paranich, Erin Pruden, Candice Norlander**

2. Meeting called to order at 7:17 p.m.

3. Approve May Meeting Minutes and 2022 AGM minutes.

**Motion to approve May Meeting Minutes by Leanne Schneider.  
2nd by Amberly Ng-Paranich.  
All in favor**

4. Approve June pop-up meeting minutes.

**Motion to approve June Pop-up meeting minutes by Amberly Ng-Paranich.  
2nd by Leanne Schneider.  
All in favor.**

5. Old Business

- Gym Audio Visual Equipment Update  
**Mr Krips updated; 4 to 6 weeks for arrival**
- Summer Fun 50/50 Update  
**Amberly Ng-Paranich updated. The net amount of \$1598.77 after costs was deposited into the NSFA casino account.**
- Mabel's Labels  
**Amount of \$78.69 cheque mailed to Namao School and will be deposited. Balance in account is \$0. No cheques mailed over summer.**
- Fence Art  
**Completed by Terri-Lynn over the summer. Fence to be replaced by the school division this school year and fence art can come down and be replaced on the new fence.**
- Front Of School Outdoor Improvement



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**Thank you to student parent Carlo D'Elia, from OMS Outside The Box Maintenance Solutions Ltd, for donating time and materials for the front of the school and the flower beds in front of the school sign over the summer. The school sign was replaced by the school division.**

- East Side Shelter Belt Update

**Thank you to all the student parents that have donated time and energy to water, weeding and filling water tanks over the summer. Thank you to Reeds water for hauling water for water tanks.**

- County Round Up

**Proposal: Erin Pruden to contact county and Sturgeon Valley Fertilizers to purchase RoundUp for weed control. Erin Purden to keep RoundUp at her home so it is not at school in students' reach. Motion by Terri-Lynn. 2nd by Amberly Ng-Paranich. All in favor.**

6. Treasurer's Report (see report):

- Current Account Balances
  - i) General Account \$ 23,446.90
    - Big Project Allocation: \$11, 374.80
    - Outdoor Initiatives Allocation: \$5753.59
    - Library Allocation: \$200.00
    - Classroom Improvements Allocation: \$6118.50
  - ii) Casino Account \$19,387.07
  - iii) Nutrition Account \$ 2504.29
  - iv) Hot Lunch Account **CLOSED**

7. Bank and changing authority

**2 Signature Authority required. Sonia Baroudi and Terri-Lynn England have authority and would like to add Erin Spooner.**

8. AGLC- Eligibility forms

**Submitted on Sept 12, 2022 to AGLC for their review and awaiting approval. This "Eligibility form" is to see if we are eligible to have AGLC licensing fundraisers.**

9. Healthy Hunger start date is Sept 21st.

**Orders are available up until Christmas. If you would like to help contact Jaclyn Miller at the address and phone number she provided in the reminder email.**



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10. New Business:

- Teacher 'Wish List'  
**\$250/classroom is allotted from NSFA to purchase teachers' wish materials to benefit the classroom. Heard back from 13/19 teachers. Erin Spooner Motions to have \$250/classroom to purchase "Teacher Wish" for classroom. NSFA will purchase and deliver to classrooms with a cap of \$5000.**  
**2nd Leanne Schneider**  
**All in favor**

**Sonia Motions for primary classrooms to have outdoor toys for recess purchased with a cap of \$300.**  
**2nd Amberly Ng- Pranaich**  
**All in favor.**

- Little Caesars Pizza  
**Open for orders. Closed Oct 9, 2022. Pick up Oct 27, 2022 between 2:00pm and 5:30pm.**  
**Volunteers needed to unpack delivery truck and organize for parent pick up on Oct 27, 2022 at 12:30pm.**  
**NSFA has donated 3 parent helpers to be the teacher helper to the teacher who orders the most on the fundraiser.**

11. Meet The Teacher Sponsorship.

**Was a great success and got our names and NSFA face out there. Would like to do it again in the following years.**

12. Fundraising Campaigns for the 2022/23 school year:

- Oct: Little Caesars Pizza
- Nov/Dec: Purdy's Chocolate
- Feb: Krispy Cream Doughnuts
- May: Growing Smiles Plants and Bottle Drive
- June: 50/50 Raffle **(may change to another date)**

Next meeting: October 17, 2022 @ 6:00 P.M.

**Motion to adjourn at \_\_8:08\_\_p.m. All in favor**



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Sept, 2022

Fundraising Campaigns for the 2022/23 school year:

- Oct: Little Caesars Pizza (Big Project Campaign)
- Nov/Dec: Purdy's Chocolate (Classroom Improvement Teacher Asks Campaign)
- Feb: Krispy Cream Doughnuts (Nutrition Initiative Campaign)
- May: Growing Smiles Plants and Bottle Drive (Outdoor Improvement Campaign)
- June: 50/50 Raffle (Big Project Campaign)

### **Fundraising Campaigns**

In accordance with the Charitable Fund-Raising Act of Alberta, Societies such as NSFA are required to provide "the charitable purpose that the contributions will be used for" to all prospective donors.

This means that all money raised must be allocated to specific projects or campaigns.

In this past year, NSFA has been working diligently to improve our operating standards and compliance with the Societies Act and Charitable Fund-Raising Act of Alberta. We have begun implementing Standard Operating Procedures to bring us into compliance. Moving forward, all funds will be allocated to separate Fundraising Campaigns. These campaigns will align with feedback we have received from parents and teachers/staff members on what initiatives they would like to fundraise for.

For the 2022/23 school year, our Fundraising Campaigns will be:

#### **The Nutrition Initiatives Campaign**

- Provide food for students in our school.

#### **The Outdoor Improvement Campaign**

- Outdoor play equipment, loose parts area, school yard renewal, supplies for natural area (loose parts), and playground maintenance.

#### **The Big Project Campaign**

- Large school improvement project. Collaborative effort between parents, NSFA, Namao school, Sturgeon Public School Division, and applicable government bodies. (Upgrade school track and fields. Will continue into following years)

#### **The Classroom Improvement Campaign**

- Teacher asks, classroom needs, new/updated technologies