

June 16, 2020

JCS Music Parents Association

General Meeting/ Google Meet

**Present**

Victoria Scott, Band Director

Heidi Wood, Choral Director

Gerilynne Pikett

Debbie Rudd

Glenda Shufelt

Shelley Laboucane

Patti Bamson

Patti Occeston

Regrets:

Meeting opened at 6:35 pm

Agenda:

1. Website
2. Grade 12 Student Travel Credits
3. Graduating students commemorative item
4. Financials/banking signing authorities
5. Next year
6. Fundraising
7. New Business

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**Website:** first draft of the website is up; [jcsmpa.ca](http://jcsmpa.ca) ; website content will be fine tuned as feedback is received . Will add all of the meeting dates on upcoming events (recommended that we provide the google meet link for each meeting on the site). Shelley L will create a “how to” document for making changes etc once the site is complete. It will cost approximately \$90 a year for the domain name and hosting. Shelley L will cover the cost of the website for the next couple of years, but the MPA will eventually need to be set up to pay for this via PayPal or CC. If anyone has some great band/choir photos they would like to see added, please email them to [shelley4@gmail.com](mailto:shelley4@gmail.com)

**Grade 12 Student Travel Credits (STC):** due to unforeseen circumstances the survey which was going to be presented to the Grade 12 students/families was not completed. Due to the timing, the MPA has asked that Heidi approach the students/families via email or phone call advising them that the STC balance of the graduates will be added to a “Legacy” fund and used for music program enrichment unless they advise that they have another designate in the music program they want the credits to go to.

**Graduating Grade 12 Music Students:** Patti O. has sourced out memorabilia options to commemorate this first graduating class of music students. Medallions have been chosen; with the medallion and ribbon the cost per student should be under the \$10 mark. Patti O, has contacted the supplier to see what the turn around time would be for approximately 20. Heidi and Victoria will personally deliver the

medallions to the students. It was suggested that if the MPA is notified when they will do this, those who want to can drive along and create a “grad parade”... honking and congratulating from the vehicles. Unanimous vote to move ahead with this. Patti B will order and pay for the items, with the understanding that the MPA will reimburse her. Big thanks to Patti B for making these arrangements!

**Financials:** Need a financial summary to have an idea of where the account is at. Glenda will email Vanessa regarding the financials. Currently, Jo C, Kim K & Hazel are signing authorities. The MPA requires alternate signing authorities (Jo C is leaving) and someone to do the financials going forward. The group of signing authorities needs to meet at the bank to remove Jo C and add on other signers. Gerilynn has volunteered to be added onto the account. Would like to see one more person added.

**Next Year:** Currently, any of the stages of roll out of school programs is not recommending singing or playing of wind instruments. Heidi and Victoria are working on ways to keep music/learning continuing with the restrictions in place. Both music programs are looking at ‘Breezing Through Theory’ program. During Covid-19 the program had been made available to educators at no cost. The feedback they have received from students has been positive. Going forward they would like to include this as part of their strategy to keeping the music programs running. It is done on an annual subscription at a cost of \$10usd per student. Would the MPA be able to fund some if not all of this cost. It limits paper passing and can be done in separate spaces which would comply with any social distancing protocols required.

Other schools/programs are looking at implementing a “material fee” for the upcoming year(s) to assist with added costs.

Heidi and Victoria will compile their wish list for the beginning of August and send an email to the MPA requesting a meeting where we can establish how we can help and get them what they need (they are hoping to hear at the beginning of August from the CBE as to how the roll out for the fall will look like). May be particular things like PPE which may need to be considered.

**Fundraising:** Gerilynn will contact the current fundraising organizations we use to ensure that the timelines we plan to use them fits with their schedules. Heidi and Victoria will pass along the Hutterite Chicken fundraiser information. Thank you Gerilynn for your continued fundraising ground work!

Victoria has passed along the cookie dough fundraiser email and Gerilynn will take a look at how it would fit with what we already have planned. Could run cookie dough as part of the “fill the freezer” through Teamfund or perhaps keep it separate, but do it early in September (depending on the profit difference).

**New Business:** Glenda has written a letter to the School Trustee, JCS Principal etc. The letter calls to action the importance of the music programs and the importance of keeping them in mind when making decisions on the upcoming school year. The more people who take the time and submit their thoughts will increase the voice of the music program. “Don’t forget these kids”. Glenda will send out an email which includes the email address of where you can send your letters.

: Going forward to the new school year, any messaging regarding fundraising etc needs to come through the MPA. We will need to set up our own data base of music family emails – this will

done as an “info gather” sheet added to the Music Program packages at the beginning of the year and at the AGM. Mail Chimp will be set up on the website to capture email addresses as well. MPA needs to identify what information we need and why we need it. Heidi has an old template from a previous school we can look at and adapt to suite our needs.

\*Goal for upcoming school year is to cut down on the administrative tasks the Instructors need to do\*  
If the MPA can lessen the load regarding fundraisers, volunteer coordinating, correspondence, Heidi and Victoria can spend more time with their students!

**Meeting Dates:** Shelley L will add meeting dates to the website - jcsmpa.ca - along with a google meet link (thank you to Glenda!). Next set meeting date is at the end of August, with the understanding that if needed (to get things done prior to Sept school start), an earlier meeting in August may be called.

**JCSMPA presence on the school website:** pushed to next meeting

**Meeting closed at 7:40pm**

**Next meeting August 27<sup>th</sup> google meet.**

**Thank you to all members of the MPA for your time, ideas and commitment. Starting a Society from the ground up takes an ‘all hands on deck’ attitude and for the first year, much has been accomplished! The foundation has been built that should enhance the music programs for both the students and the program Directors. Good job everyone!**