

CVES PTO General Meeting Minutes

April 9, 2026

Attendance: Kaela Goodman, Norena Dorey, Amanda MacDonald, Ang Arsenault, Naomi Kelloway, Karina Ross, Michelle Cluett, Colleen Connor, Keshia Williams, Karen MacDonald

Regrets: None

Approval of March meeting minutes:

- Karina motioned to approve, Keshia seconded the motion to approve.

Correspondence

- Letter received from Ms. Hovey expressing appreciation for teacher snacks and lunch

Principal's Report

- Parent teacher went well (Wednesday evening/Thursday afternoon); we always consult with family of schools when scheduling
- PD day went well
- Grade P/1, 1, 2, 3 swimming field trip to CHP tomorrow; lots of chaperones
- PTO event - people are excited for the Mad Science event
- Neptune performance coming up
- QMAC coming back; was supposed to be here in October- now April 23rd
- May 11th - Mi'kmaw Language day, and Black Excellence day coming up
- Tentative date for primary orientation being determined (possibly May 27th)
- Finally got a painter after years of application; multiple classrooms painted, hallways. Talking about aquarium scene and wanting it to be more Colby school based; hopefully a Colby Village mural being done in the fall

Treasurer's Report

- Fundraising so far \$7,728.56 - right on track for last year
- Valentines dance - \$1,106.21 - down only slight from year before
- Magic show money coming in
- Spending some money on Spring Fair prizes

- Some expenses came in (iPads from last year)
- Fridge/freezer should be ordered tomorrow
- There is some outstanding 24/25 budget - Amanda will reach out to Denise to find out how this can be allocated and get her to follow up with anyone with outstanding approved purchases.

Teacher's Requests

- Ms. MacDonald and Mr. MacDonald and Ms. Kent book club resources, looking for non-fiction sets to purchase 10 sets of 4 books each.
 - Keala motioned to approve and Karina seconded
- Naomi will remind teachers to spend allotment and advise that there is still budget remaining for teacher's requests - Kaela will send a note to Naomi to share

Old Business

- Popcorn update/planning - Karina and Kaela - April 24th. Kaela will bring cart for popcorn maker.
- Staff Appreciation update. Last month was bigger appreciation event - whole lunch provided. For this month next week, Naomi OK with Kaela delivering something to each classroom
- Colby Gear update - let's plan to wait until September. They did send pictures of hoodies with year and student signature. Ms. Moores usually organizes a shirt day, previous years students tiedyed. Amanda will check to see if t-shirts are available.
- School Events Committee update. Students love it. Meet next week, doing Spring Fair mystery bags, will help build photo backdrops for selfie room.

New Business

- Mad Science event April 16th - Have gym from 5 pm to set up chairs and make popcorn. Karina to help with set-up, Amanda as well. Opening doors at 5:45 - 6:40 - Naomi offered to do this with Chrissy Sancton. Ms. MacDonald will assist with candy bags. Norena can assist as well. Norena can pickup water - 10 cases. Extras can be used for spring fair. Sharpie so people can write on bottles.
- Spring Fair planning - next meeting April 20th @ 6:30 pm - Kaela will send along reminder for custodian.
 - ArtShine sent offer for subsidized lunch events to Robert. Naomi will check with Robert whether there is any interest. Possibility for the fall with early bird pricing.

- Future events/dates
 - Halifax Seed fundraiser - 50%. Karina offered to reach out and ask about details.
- Elections for 26/27 school year (June)
 - Kaela and Ang will help post roles/responsibilities in the general FB group
- Constitution review
 - Kaela shared some overall comments; the constitution does not reflect current state.
 - Suggested changes discussed by the committee include:
 - Executive membership - Principal and/or VP
 - Include adult family members as eligible members
 - B)3 - "Creates budget for the upcoming school year to be approved by the PTO"
 - Co-chairs - Given intention of past co-chair is mentor/sounding board it would be nice if they transition from the co-chair role if child is in grade 6. Remain an active participant in final year, can't be co-chair beyond grade 5 unless position vacant. Need to clarify wording.
 - C)1 - Assumed members to come out of Executive, called "Additional members"
 - C)3)3 - Senior co-chair not voting / break that into 2 sentences so its clear. Executive - All 4 members vote. If there is a tie (2:2) for voting at the Executive, this should go to a general meeting.
 - PTO meeting vote - if there was a tie, the senior co-chair would be the tie breaker
 - C)4) If PTO roles are not filled, opportunity to fill positions at the first meeting of the year
 - Voting eligibility - need a bullet point. Some people came for one meeting, voted, and are not part of the PTO. Should be a requirement to attend a certain number of meetings in order to vote. Also eligibility for someone entering pre-primary.
 - Team discussed possibility of opening up meetings to virtual attendance.
 - Team discussed eligibility for voting and requiring that someone has attended 2 meetings or events, active member of the PTO as demonstrated by attending the majority of at least 2 meetings or volunteering for 2 events, or a combination thereof.
 - 5)2) Unless the position cannot be filled by another person. Replace "Office" with "position". Faculty does not vote.
 - 6)8 - cross out, 12 remove
 - Co-chair - remove 4) and change 7) to documents

- Secretary - Add minutes to website - Naomi on the list already; can add to website - include reminder, 6) change to documents
- Treasurer - change "HRCE policies and procedures, remove 3), and 5), change financial statements to Treasurer's Report. 8) remove, 9) remove, 10), 11), 12) change to documents
- Principal - change to principal and/or VP, remove "as a voting member", and 2) remove or replace with "provide advice related to spending". 3) remove, 4) liaises with teacher representative
- Move VP line up with Principal
- Faculty will have a vote for all decisions other than Executive positions
- In the event of a tie, there is an immediate revote for the tied individuals
- E. 2) Secretary is responsible for notice of meetings, which shall be announced to the school community approximately 1 week in advance
- 4) adult family member
- F. 2) Increase amount to \$1500 , emergency request where decision is required prior to next scheduled meeting 3) Change to \$1500, 4) consulted on spending, 6) Change to HRCE policies and procedures. Remove remaining, 7) Might be something we have to Denise about - what can we carry over
- Add Dissolution Statement, What happens with leftover funds etc. Assets passed along to school or charity
- Angela will circulate draft updated constitution for review prior to next meeting

Next meeting date: May 14, 2026