

SPG Meeting Agenda

MEETING INFORMATION

Date and Time: Thursday, October 16th, 2025 at 6:00 pm

Location: Selkirk Montessori School, Kingfisher Room (childcare not available)

<u>Time</u>	<u>Agenda Item</u>	<u>Lead</u>	<u>Materials</u>	<u>Outcome</u>
6:00 pm	1. Meeting Call to Order	Cheryl		
	1.1. Introductions	Cheryl	<i>Verbal</i>	Report
	1.2. Review and Adopt Agenda	Cheryl	Included	Adopt
	1.3. Consent Agenda Approval	Cheryl	Included	Approve
	1.3.1. September 18, 2025 Meeting Minutes		1.3.1	Approve
	1.3.2. Website Performance		1.3.2	Review
	1.3.3. Positions Filled		1.3.3	Review
6:20 pm	2. New Business			
	2.1. Chair & Vice Chair's Report	Cheryl/Sarah	<i>Verbal</i>	Discuss
	2.1.1. Winter Staff Appreciation	Cheryl	<i>Verbal</i>	Discuss
	2.1.2. Fall/Winter Community Education Night	Sarah	<i>Verbal</i>	Discuss
	2.1.3. Review Welcome Back BBQ Success	Cheryl	<i>Verbal</i>	Discuss
	2.1.4. Hallowe'en Howler Update	Sarah	<i>Verbal</i>	Discuss
	2.1.5. Fall Social Update	Noel/Penny	<i>Verbal</i>	Discuss
	2.2. Fundraising & Volunteer Coordinators' Report			
	2.2.1. Fall/Winter Fundraisers Update	Nicole C.	<i>Verbal</i>	Discuss
	2.3. Treasurer's Report			
	2.3.1. 2025-2026 Budget	Asal	2.3.1	Approve
	2.4. Academic & Administrative Report	Erin	<i>Verbal</i>	Report
	2.5. Date & Agenda Items for Next Meeting	Cheryl	<i>Verbal</i>	Report
7:30 pm	3. Adjournment			
	3.1. Next Meeting: TBD	Cheryl	<i>Verbal</i>	Adjourn

SPG Meeting

Date: September 18th, 2025

Time: 6:00 p.m.

Attendance

Cheryl, Trish, Shelly, Nicole C., Laura, Sarah B., Asal, Estelle, Noel, Jen, Robin, Cassidy, Jin, Peter, Lisa, Sudha, Ella, Sandra, Erin Hayes, Penny

1. Welcome & Call to Order

6:10 p.m. – Cheryl welcomed everyone and invited everyone to socialize

6:30 p.m. – Meeting called to order.

2. Agenda Review & Adoption

Additions to Agenda:

- Estelle: West Coast Seeds Fundraiser
- Erin: Fundraiser Calendar (to align with kingfisher leadership and avoid conflicts)
- Jen: Apple Fundraiser

Motion to adopt with changes: Trish (moved), Peter (seconded).

3. Approval of Minutes

6:40 p.m. – June meeting minutes approved.

4. New Business

Class Reps

Lead: Meghan N.

Positions filled:

Chickadee – Sandra

Hummingbird – Laura

Raccoon – Vacant - Cassidy & Noel assisting in finding someone

Marmot – Vacant (Noel & Erin to follow up)

All other reps filled.

Executive & Coordinator Roles

Cheryl (Chair)
Sarah (Vice Chair)
Asal (Treasurer)
Erik (Secretary)
Fundraising Coordinator – Nicole
Volunteer Coordinator – Sandra (role to be defined further)
Newsletters – Amalia (continuing)
Community Education Nights – Erin & Sarah
Art Cards – Noel
Spirit Wear – Angela & Sandra
Paradise Cheese Fundraiser – paused this year
West Coast Seeds – Estelle
Halloween Bash – Sarah, Robin, Asal, Laura
Fall Social – Noel & Penny
Spring Social – Sarah
Freezies on the Green – Sterling
Hot Lunch – Cheryl, Shelly & Team

5. Event & Fundraiser Updates

Halloween Bash

7:05 p.m. – Discussion moved to Halloween Bash.

Name requested to change → “Halloween Howler.”

Date: October 25

Leadership to run haunted hallway & concession

Sarah, Asal, Laura, Robin to coordinate school communication, decor, games etc.

Fall Social

7:15 p.m. – Noel provided update

West Coast Seeds Fundraiser

7:20 p.m. – Proposed timeline January 13 – February 3.

Seeds delivered before spring break.

Art Cards

To run as last year.

Apple Fundraiser

Closing October 6.

Board Game Night

Tentative: Friday, November 20, 5:30 – 7:30 p.m.
Noel & Erin to confirm date.

Calendar Fundraiser

Sarah & Cheryl to share all fundraising dates with Erin to ensure there are no conflicts with leadership fundraising

6. Action Items

Sarah to share SPG calendar with Erin & Cheryl.
Erin & Noel to confirm Board Game Night date.
Erin to confirm no conflicts with rentals for halloween bash

7. Next Meeting

Date: October 16, 6:00 p.m. (scheduled before next board meeting).

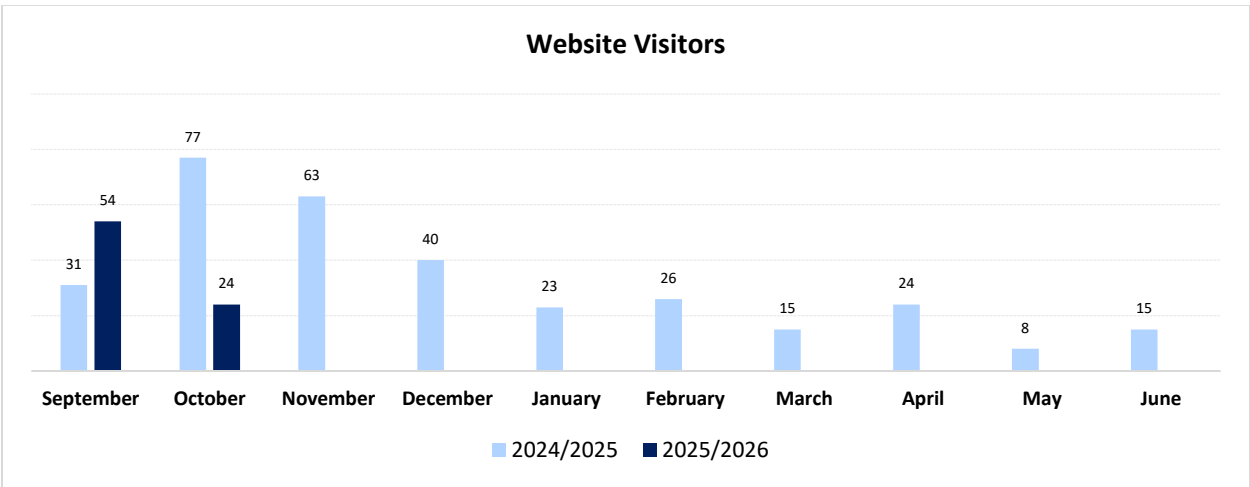
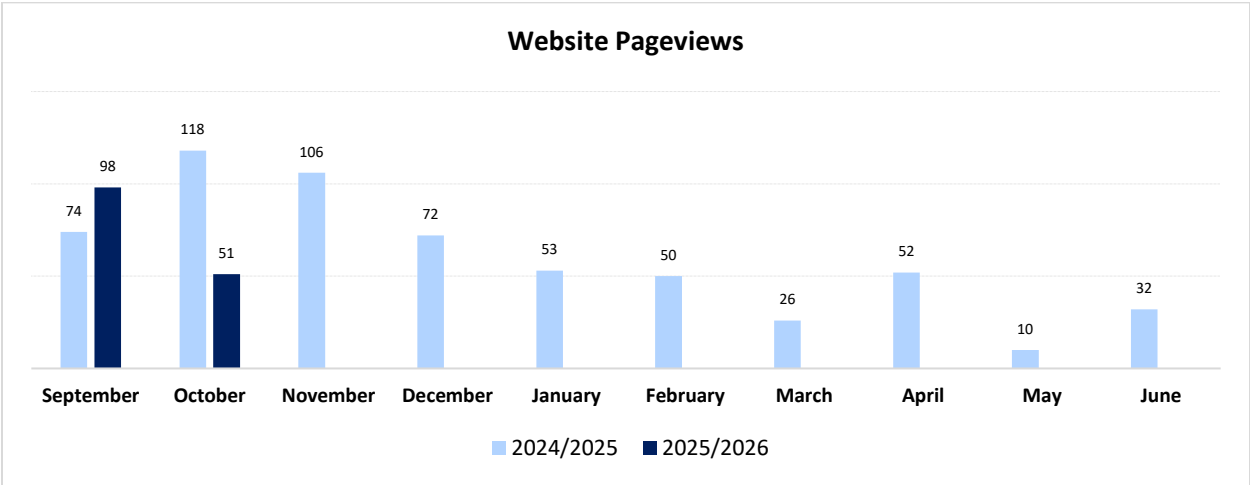
Website Performance

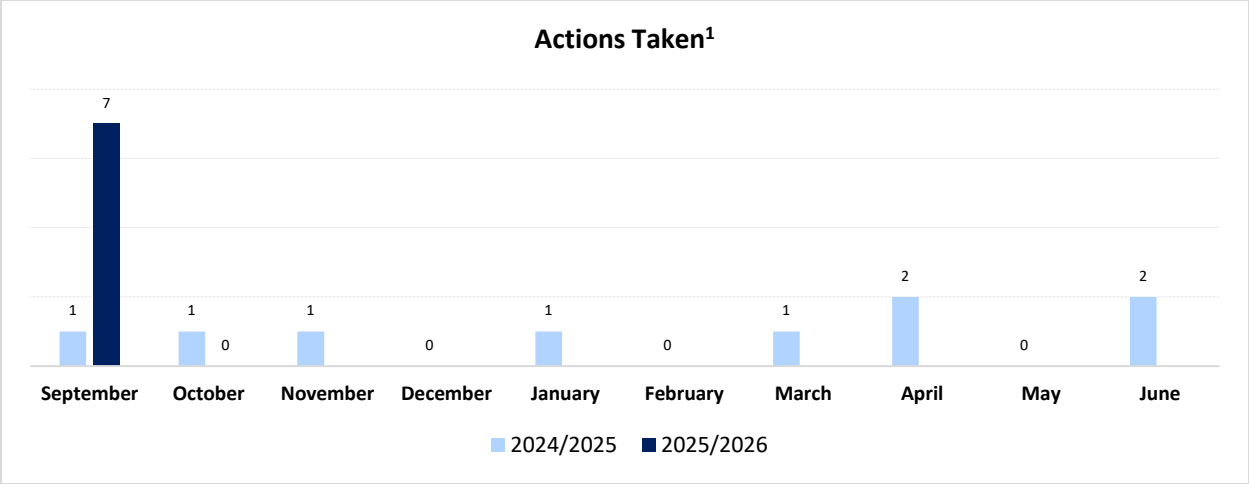
Background

In early 2023, when the Selkirk Parent Group (SPG) website idea was presented, the Secretary at that time committed to sharing performance statistics with the group on a per-meeting basis to determine whether the website is an effective tool and should continue to be used in future years. At the April 15, 2024 SPG meeting, members decided to continue with the website for the 2024/2025 school year, agreeing it was an effective communication and recruitment tool. A paid WordPress plan is utilized to manage the website, as the free plan includes advertisements. The plan was renewed in November 2024 for one year.

The following data represents traffic to the website to October 14, 2025.

Stats





¹ “Actions Taken” refers to an individual on the website taking one of the following actions: signing up for SPG emails or signing up for an SPG volunteer role.

SPG Positions Filled | 2025-2026

Chair	Cheryl B.
Vice Chair	Sarah B.
Treasurer	Asal T.
Secretary	Erik M.
Past Chair	Meghan N.
Chickadee	Sandra G.
Eagle	Ella A.
Cormorant	Shelly P.
Hummingbird	Laura W.
Kingfisher	Trisha A. / Jenn S.
Marmot	Hanna S.
Orca	Karen K. / Estelle K.
Otter	Peter M.
Owl	Amalia C. / Sofia J.
Raccoon	Amanda W. / Zoe J.
Sea Star	Meghan N.
Fundraising Coordinator	Nicole C.
Volunteer Coordinator	Sandra G.
Communications Coordinator	Amalia C.
Community Education Night	Erin W. / Sarah B.
Art Cards Lead	Noel L.
Angel Gift Lead	Erin W. (2024-2025) <i>To be confirmed</i>
Spiritwear Lead	Angela H. / Sandra G.
West Coast Seeds	Estelle K.
Hallowe'en Howler	Sarah B. / Robin (?) / Asal T. / Laura W.
Fall Social	Noel L. / Penny N.
Spring Social	Sarah B.
Selkirk Rocks the Heart	Penny N. (2024-2025) <i>To be confirmed</i>
Freezies On the Green 2025	Stirling C.
Welcome Back BBQ 2025	Natalia T. (Lead)
Hot Lunch Coordinators	Cheryl B., Shelly P. and the entire amazing team

SPG Budget 2025/2026

General bank account:	\$ 33,728.08
Gaming bank account:	\$ 656.19
Expected gaming grant:	\$ 5,060.00
	SRF KP Mindfulness \$100
Liability (open cheques)	-\$ 100.00
Total available funds: \$	\$ 39,344.27

	Allocated	Spent	Remaining
Classroom Discretionary Funds, 22 classrooms			
*\$250	\$ 5,500.00	\$ -	\$ 5,500.00
Special Request Fund	\$ 17,305.00	\$ -	\$ 17,305.00
			\$ 22,805.00

	Spent	Remaining
Community Fund		
Welcome BBQ (used to be \$600)	\$ 750.00	
Farewell on Green (used to be \$100)	\$ 200.00	
Parent Ed (previously \$950)	\$ 800.00	
Family Dance/Hallowe'en Bash (used to be \$200)	\$ 200.00	
Fall Social (previously spaghetti social)	\$ 1,000.00	
Spring Social/Multicultural Night	\$ 500.00	
	\$ 3,450.00	\$ -

	Spent	Remaining
Operating Fund		
Administrative Fees	\$ 1,500.00	\$ -
	\$ 1,500.00	\$ 1,500.00

Budget 2024/2025	Allocated	Spent	Remaning	Percentage
Classroom Discretionary Funds	\$ 5,500.00	\$ -	\$ 5,500.00	19.82%
Community Fund	\$ 3,450.00	\$ -	\$ 3,450.00	12.43%
Special Requests Fund	\$ 17,305.00	\$ -	\$ 17,305.00	62.35%
Operating fund	\$ 1,500.00	\$ -	\$ 1,500.00	5.40%
Cushion	\$ -	\$ -	\$ -	0.00%
	\$ 27,755.00	\$ -	\$ 27,755.00	100%

SELKIRK PARENT GROUP TREASURER REPORT 2023-2024

FUNDRAISING

Fundraising Program	2025/2026				2024/2025			2023/2024		
	Revenue	Expense	Profit		Revenue	Expense	Profit	Revenue	Expense	Profit
Hot Lunch			0.00		65,365.78	59,401.51	5,964.27	88,530.23	74,408.96	14,121.27
Purdy's chocolates							3923.65			3204.22
Paradise Cheese					2,400.00	1,584.00	816.00	2,800.00	1,680.00	1,120.00
First Aid Kits										
Spirit Wear										
Gaming Grant	5060.00				5,080.00	4423.81	656.19	4,960.00		4,960.00
Art Cards										
Donations										
Mable labels							50.70	147.69		147.69
Finn and Izzy										
McTavish Art Kits							2543.10	482.25		482.25
Jan & Jul							167.68			
Thrifty's smile cards										
WISER Wash										
Interest										
URStore										
Essential Oils										
Game Night										
West Coast Seeds							704.82			850
Total Fundraising	5060		0	0.00	72,845.78	65,409.32	14,826.41	96,920.17	76,088.96	24,885.43

EXPENSES

SPG Expense	2025/2026				2024/2025			2023/2024		
	Funds allocated	Amount spent	Remaining amount		Funds	Amount	Remaining amount	Funds allocated	Amount spent	Remaining amount
Classroom Discretionary Funds	5500.00	0	5500.00		5500	3889.29	1610.71	5,500.00	4256.50	1,243.50
Special Request Fund	17305	0	17305.00		33733.06	12145.31	21587.75	20,059.57	\$ 10,882.65	9,176.92
Community Fund	3450	0	3450.00		3850	1515.73	2334.27	2,450.00	\$ -	2,450.00
Support Fund										
Operating Fund	1500	0	1500.00		1100	991.51	108.49	850.00	\$ 642.10	207.90
Other expenses										
Total Expenses	27755.00	0	27755.00		44183.06	18541.84	25641.22	28,859.57	15781.25	13,078.32

Special Request Funds - Pending Approval

Gr Grp	Classes	Priority	Request	Amount Requested	Amount Approved	Amount Spent	Remaining Balance	Notes
KP	Chickadee, Eagle and Hummingbird	1	Compost Education Center	\$ 300.00	\$ 300.00		\$300	
		2	Kane Art/pottery lesson	\$ 1,500.00	\$ 1,500.00		\$1,500	
		3	Arts Education	\$ 800.00	\$ 800.00		\$800	
		4	BC Transit Field trip	\$ 750.00	\$ 750.00		\$750	
		5	Outdoor play equipment for rooftop playground	\$ 500.00	\$ 500.00		\$500	
Gr 1/2	Otter, Marmot and Raccoon	1	Year End Grade 1/2 Field Trip Fort Rodd Hill	\$ 1,000.00	\$ 1,000.00		\$1,000	
		2	CRD Forest Program	\$ 250.00	\$ 250.00		\$250	
		3	CRD Hartland Tour	\$ 400.00	\$ 400.00		\$400	
		4	Family Day Event	\$ 400.00	\$ 400.00		\$400	
		5	Grade 1/2 Team Building	\$ 100.00	\$ 100.00		\$100	
		6	HCP Gardens Plant Life Cycle field trip	\$ 360.00	\$ 360.00		\$360	
Gr 3/4	Owl and Orca	1	6 bus trips	\$ 4,200.00	\$ 2,100.00		\$2,100	
		2	Kaliedoscope	\$ 500.00	\$ 500.00		\$500	
		3	CRD programming	\$ 75.00	\$ 75.00		\$75	
		4	Shaw Centre of the Salish Sea	\$ 420.00	\$ 420.00		\$420	
		5	Educational film at Imax	\$ 250.00	\$ 250.00		\$250	
Gr 5/6	Seastar and Cormorant	1	Camp Barnard and Team Building Activity	\$ 3,500.00	\$ 2,500.00		\$2,500	
		2	Kaleidoscope Theatre Show	\$ 600.00	\$ 600.00		\$600	
Gr 7/8	Kingfisher	1	Camp Thunderbird - annual September field study	\$ 2,500.00	\$ 2,500.00		\$2,500	
		2	MP3 equipment for classroom	\$ 500.00	\$ 500.00		\$500	
Entire School	PE	1	Vibe Street Dance Classes for all grades	\$ 1,500.00	\$ 1,500.00		\$1,500	
				\$ 17,305	\$ -	\$	17,305	

Classroom Discretionary Funds

Classroom	Amount spent	Budget	Remaining amount
Eagle		250	250
Chickadee		250	250
Computers		250	250
Cormorant		250	250
French Middle		250	250
French Primary		250	250
Hummingbird		250	250
Kingfisher		250	250
Leadership		250	250
Marmot		250	250
Music Middle		250	250
Music Primary		250	250
Orca		250	250
Otter		250	250
Outdoor Ed Middle		250	250
Outdoor Ed Primary		250	250
Owl		250	250
PE		250	250
Raccoon		250	250
Seastar		250	250
Spec Ed Middle		250	250
Spec Ed Primary		250	250
Totals	0.00	5500	5500

Spent rate 0.00%