



MEETING MINUTES

**7- 8pm (Following School Council meeting)
Learning Commons at Heritage Hills
September 18, 2025**

1. Welcome and Call to Order (7:01pm)

1.1 Introductions

- Co-Presidents: Jen Shiniman and Andrea Aleksic
- Vice President: Tori Eskelson
- Treasurer: Katie Castle
- FAHHE Secretary role is vacant

2. Review the Agenda (Additions, Deletions and Changes) (7:03)

3. Reports from Executives (7:04-7:26pm)

3.1 President (JS)

- Stock the Staffroom:
 - Thank you to everyone who donated not only physical items but their time as well
 - We had to add to the sign up genius because everyone was so generous!
 - Received \$220 monetary donation and only spent \$145. Remaining \$75 will go into Teacher appreciation budget
- Meet the Teachers/BTS BBQ:
 - Thank you to all our volunteers to help run the event, it was great to see new faces, as well as our regulars
 - Switched it up this year:
 - Day before school starts
 - Bring school supplies to drop off/meet the teacher
 - BBQ at the back of the school
 - Increased purchase quantities from 600 to 650, perfect amount!
 - Great feedback from families/staff
 - Spent just under \$600 for the food (Had drinks & some supplies left over from spring '25)

3.2 Treasurer (KC)

- See Financial report attached

3.3 Halloween Dance Committee (TK)

- Date: Friday October 24, 2025 6-8pm
- Subcommittee Volunteers: Trish Kercher, Jada Prodahl....
- Discussion: Charity solutions website for silent auction items
 - Table Silent auction for another time

4. Old Business (7:26-7:46pm)

4.1 FAHHE Meeting Dates (AA)

- September 18, 2025
- October 16, 2025 (TBD)
 - If we get what needs to be voted on and approved, we may not need the October meeting.
 - ☒ **TO DO:** Communicate there will be NO FAHHE meeting in October-add to October SC/FAHHE Newsletter (JS)
- November 20, 2025
- January 15, 2026
- **February 19, 2026** (TBD) * Typo in Sept Newsletter
- April 16, 2026
- **May 14, 2026 (AGM)** * Typo in Sept Newsletter

4.2 Hot Lunch Coordinator (JS/SS)

- Shauna is overseeing subcommittee until we have a committed lead to take over
- First hot lunch will be Sept 25/26: Cobs bread
- Cut off will be Sept 20 (Thursday) and 21(Friday)
- Changes to test out:
 - Kinder A & Grades 1-3 (Thursday)
 - Kinder B & Grades 4-6 (Friday)
 - No recess before serving lunch
- Reach out for more volunteers to support handing out hot lunch (11:30am - 12:30pm)
- ☒ **TO DO:** Post to Facebook Parents group- reminder for Hot lunch (SS)

5. New Business (7:47-8:26pm)

5.1 School Council/HHE Wishlist (SS)

- Teacher's Discretionary Fund \$4800
- Clubs- start up \$500
- Prizes for "Best Recess Bins" \$TBD
- Replacement Recess Balls \$275
- Regulation Space (TBD)

5.2 Ongoing Fundraisers (AA)

- Save on Foods
 - **Lead:** Jen Shiniman
 - Waiting for Jan-Jun '25 cheque (Last communication 9/12/25)
 - How it works:
 - 5% back on all purchases (except Tobacco and Pharmacy)
 - Wye Rd location only

- Save receipts and hand into the office every month (Blue box behind desk)
 - Receipts will be dropped off bi-monthly
 - **We can only submit receipts for current year**
 - Will put out reminders prior to big events for families to bring in receipts (ie. holiday concert)
- Mabel's Labels
 - **Lead:** Jen Shiniman
 - How it works:
 - 20% commission on all sales
 - Can be bundled up with promotions and discounts
 - Paid out monthly, so long as it's \$50+ (If not can add to following month)
 - campaigns.mabelslabels.com , search school name, shop!
- Cobs Bread
 - **Lead:** Jen Shiniman
 - How it works:
 - Wye Rd and Baseline locations
 - Let cashier know to add the receipt to Heritage Hills Elementary
 - Manager will issue a cheque when the fundraiser hits the minimum \$100
 - Will roll over until over \$100
- True Earth
 - **Lead:** Jen Shiniman
 - How it works:
 - 20% commission on all sales
 - Can be bundled up with promotions and discounts
 - Use link to purchase <https://tru-earth.sjv.io/FAHHE>

5.3 Sept/October Fundraisers (AA/TE)

- 100% Fundraiser (AA)
 - Letter drafted up by JS/AA
 - Run fundraiser from September 19-Nov 17, 2025
 - Email to families
 - ☒ **TO DO:** Email to Admin to send to families (AA)
 - ☒ **TO DO:** Have Kyla add to News from the Den Fri Sep 26 (AA)
 - **TO DO:** Add reminder after tax return- May 2026 (AA)
 - **TO DO:** Add to bottom of every sales fundraiser (fundraiser lead)
- Halloween Dance (TK)
 - Admission \$2/person
 - Concession \$1-2 chips/candy/drinks
 - **TO DO:** Plan first Subcommittee Meeting (TK)

- Art Cards for Kids (TE)
 - Kyla already requested for the kit
 - Teachers to do in art class (Ideally)
 - Orders to be completed end of Oct/start of Nov for Dec delivery (Before Xmas)
 - Kyla to keep Tori in the loop, as Tori + volunteers will support with sorting order when received

5.4 FAHHE Annual Budget and Fundraising plan (JS)

- See attached Annual Budget
 - Vote on budget
 - APPROVED: Lindsay Giese
 - SECOND: Kimberly Giddings
- See attached Fundraising Plan
 - Go over Oil Kings Fundraiser
 - Potential dates: Jan 25, Feb 14, Feb 28, Mar 1, Mar 7, Mar 8, Mar 14
 - Looks like Sunday 4pm games would be the most ideal
 - Participants like March 1 @ 4pm the best
 - ☒ **TO DO:** Add dates to survey (JS)
 - ☒ **TO DO:** Ask Dr. Boyer if any music class would be interested in partnering on the same date.(JS)
 - ☒ **TO DO:** Connect with the Oil Kings contact re: Music performance the same day we do the fundraiser (JS)
 - Vote on Fundraising Plan
 - APPROVED: Kimberly Giddings
 - SECOND: Lindsay Giese

5.5 Fundraising/Hot Lunch Survey (JS)

- ☒ **TO DO:** Make survey (JS)
- Run survey for 2-3 weeks

6. Adjourn meeting (8:26pm)



FAHHE Financial Statement as at Sept 15, 2025

Assets	Account Balance	Notes
FAHHE Operating Account	\$15,494.24	
FAHHE Casino Account	\$1,675.14	Only available for specific AGLC projects

Liabilities			Notes
Universal Hot Lunch Fund			
Revenue	Revenue (Projected)	Costs	Net Revenue
Interest Casino	\$2.00	\$0.00	
Interest	\$5.00	\$0.00	
Hot Lunch	\$10,000.00	\$0.00	
Save on Foods	TBD	\$0.00	
Cobs	\$50.00	\$0.00	
Mabel's Labels	\$250.00	\$0.00	
100% Fundraiser	\$1,275.00	\$0.00	
Halloween Dance	\$1,300.00	\$0.00	
Art Cards for Kids	\$2,500.00	\$0.00	
Purdy's Chocolate	\$1,000.00	\$0.00	
Fundscrip	\$1,500.00	\$0.00	
Holiday/Fall Movie Night	\$800.00	\$0.00	New for 2025/2026
Best seat in the house raffle	\$1,200.00	\$0.00	
Cash for Kids (formerly silver collection)	\$1,000.00	\$0.00	
Little Caesar's Pizza	\$1,000.00	\$0.00	
Oils Kings Game	\$500.00	\$0.00	New for 2025/2026
Mathathon	TBD	\$0.00	New for 2025/2026
Stawnychy's	TBD	\$0.00	New for 2025/2026
Spring Movie Night	\$800.00	\$0.00	New for 2025/2026
TOTAL PROJECTED	\$23,182.00		\$0.00

Expenses	Budgeted	Expense	Remaining	Notes
Operating Reserve	\$2,500.00		\$2,500.00	MUST
Administrative Operating Fees	\$500.00		\$500.00	Not used 24/25
Insurance	\$1,200.00		\$1,200.00	
Misc	\$250.00		\$250.00	Not used 24/25
Staff Appreciation	\$1,220.00	\$144.98	\$1,075.02	Additional \$220 from STSR, \$75 unused to be kept in Staff appreciation
Back to School BBQ	\$1,000.00	\$590.46	\$409.54	Includes \$144.03 not yet pd out
Halloween Dance	\$500.00		\$500.00	
Movie Night (Fall)	\$100.00		\$100.00	
Christmas Concert	\$100.00		\$100.00	
Milk and Cookies	\$200.00		\$200.00	
Carnaval- Bon Homme/Cabane a sucre	\$1,500.00		\$1,500.00	
Mathathon Prizes	TBD			
School Wishlist				
Teachers Discretionary Fund	\$4,800.00		\$4,800.00	
Clubs	\$500.00		\$500.00	
Prizes (Best Recess Bin)	TBD			
Replacement Recess Balls	\$275.00			
Movie Night (Spring)	\$100.00		\$100.00	
ABC Countdown	\$500.00		\$500.00	
Sports Day	\$200.00		\$200.00	
End of School Event	TBD			
TOTAL	\$15,445.00	\$735.44	\$14,434.56	

Amount available to use	\$9,824.24	Notes
		Operating Account balance less Operating Reserve and projected expenses (Admin fees, Insurance, Misc, Staff Appreciation)

[illegible]

