



Sunrise Waldorf School PA

14 Sept 2022

14 Sept 2022 / 16:00-18:00 / Sunrise Waldorf School

AGENDA

Call to Order: 4:08pm

Land Acknowledgement:

“Our school stands on the ancestral and unceded territory of the Hul’q’umi’num (Hul-ka-MEE-num) peoples of the Quw’utsun (Kow-WUT-sun) (Cowichan) Valley. This traditional territory is shared by the Halalt (Ha-lalt), Stz’uminus (Tz-MAY-nus / Sh-MAY-nus), Hwlitsum, Ts’uubaa-asatx (Tsoo-bah-seht), Lyackson (Lay-ik-sen), Penelakut (Pen-EL-ah-kut) and Quw’utsun (Kow-WUT-sun) First Nations whose continued stewardship of this sacred land we honour today. We acknowledge with gratitude and respect all the ancestors of this land where we are very fortunate to live and work.”

Opening Verse:

The Sun with loving light makes bright for me each day,
The Soul with spirit power gives strength unto my limbs.
In sunlight shining clear, I revere, Oh God,
the strength of humankind which Thou so graciously hast planted in my soul,
that I with all my might may love to work and learn.
From Thee stream light and strength, to Thee rise love and thanks.

I. Motions (2 mins)

1. Motion to adopt agenda September 14, 2022
 - a. Mover: Jenni Seconder: Andrea **Carried/Defeated**
2. Approval of minutes from meeting June 8, 2022
 - a. Mover: Andrew Seconder: Katie **Carried/Defeated**

II. Opening Shares (20 mins)

Introduce yourself, your child(ren) and what class(es) they are in. Share a hope or wish you have for your child this year.

Hopes:

Being Engaged
Keep loving school
Just have fun
Be excited
Gain confidence
Continue to have fun and a good time.
Meet with softness
To find balance after a year of being off balance
Greek Olympics
Child teacher connection keeps me here
Trust in one's self
Harmony in the classes
Overall that we get to celebrate and be together as a community
Continued enthusiasm about school
Harmonious community oriented year
Continue to thrive in the sunrise environment
To have "this" experience at school

III. Introduction from HOS Rae Calder (20 mins)

Opportunity to hear from our new HOS Rae and ask questions if desired.

Rae shared in depth about her ancestors, her family and her career path before Sunrise

Interest in Governance

Operations

Learning Who everyone is

Wants to go slowly in this new role.

- Culture
- Decisions
- Not go too fast
- Listening
- Connecting to people
- We can all go forward in a good way
- Support needs of community

There is lots to build on.

Strength based perspective

Lets focus on what's working and expand that

Not a dweller

Solution focused

Q&A

Q: How was the Hiring process for you?

A: 14 person panel was ok

Could be a barrier to entry for some

2 interviews

1 zoom 1 in person

A lot of people were passionate about the outcome

Q: How are you feeling in your role so far?

A: It's been good

Lots of satisfaction

Super busy

Learning

A lot of To Do's

Still hiring for positions
Some really high priority items need to be done
Wants to check some emails after work but not expecting staff to be at that commitment level
Received first two student hugs
September 17 Birthday turning 46

Q: Role was previously distributed, how is that going so far?
A: It's going ok - difficult that there is nobody to orient her as
People that had jobs before have other priorities
Hard for others to orient when job was done in pieces by others
Might take a year to feel confident, to see a full cycle on how the job is.
"That's not my job" is not in Rae's lexicon
Wants to be role model - cleaned toilets for the first couple days before school started and there wasn't a cleaner.

New cleaner has come to the school.
Brian
Black Truck

Q: Will you be taking one on one time in classes?
A: Unsure, the Waldorf school environment is different than what she is used to.
Would like to, but would need to check in with teacher's about how this will look.

Q: What is the biggest challenge you see at the school?
A: Teacher pay
Financially we have limitations
Per student operation cost
We want to keep faculty and make them happy

Q: Where do you see opportunity at the school?
A: The Gardens make Rae excited
Heart centered nature connection
Further integrate nature connection into the school

Q: A lot of parents were confused last year on messaging from the school, ie communication. Things felt like word of mouth. Off the top of your head what are your thoughts around transparency?
A: Still learning about systems, it is important to use what is in place.
Important to continue to communicate through the newsletter
A new communication plan is in development for this year.
Very interested in communication, not used to communication coming from a position vs herself.
If parents do not feel communicated with, the overall responsibility is with HOS
Parents are priority stakeholders
If parents are not happy and we lose students then we have no school.

IV. Reports & Updates (45 mins)

1. Festivals - Jenni

- a. Helps facilitate the wheel of people to spin for festivals to be great. Thinks of herself as a hub at the center of the wheel
 - b. Hard to parse out festivals from life at Sunrise. As classes, as the whole school we all have that sense when the seasons and festivals are shifting.
 - c. A lot of festivals coming back from pre-covid times this year.
 - d. Parents to be invited to share in what we have been working on for this Michaelmas
 - e. PA does the fundraising festivals
 - i. Pumpkin Path
 - ii. Winter Faire
 - iii. May Fest
 - f. Winter Faire meeting early Oct with Jenni
 - i. Committee should be formed
2. Finance – Amanda (Financial Reports for Fiscal Year attached at end of minutes)
- Account Balances:
- a. Chequing \$7222.98
 - b. Garden 90.49
 - c. Gaming 2860.18
 - d. Social Health/Who Knows \$0
 - e. Social initiatives 2196.14
3. Development/Fundraising – Sheila, Mindy
- a. BC Gaming grant money should “just appear” in the account at the end of September. Sheila and Stephanie applied before the deadline in June, however haven’t heard anything back yet.
 - b. Orange shirts
 - i. No sources for 100% cotton
 - ii. Nothing ordered so far
 - iii. Galeena still doing the design
 - 1. Will get some type of reward. Art on cup or shirt
 - iv. Cost prohibitive to find something local, within the bounds of the grant
 - v. Solution to be implemented where we can dye our own shirts
 - 1. White cotton shirts
 - vi. Katherine to provide Sheila list of students in grades and faculty for ordering
 - vii. Parents to be given opportunity to buy shirts.
 - c. Ms Georgia circus equipment money has been allotted from previous Gaming grant.
4. Parent Enrichment – Cathay, Hazel
- a. Possibility of mini sessions before PA meetings
 - i. Activity that children would do in school
 - ii. Could be filmed and then posted to parents page
 - b. Teachers will be doing parent enrichment nights also. Best to make sure no overlap happens. Coordinate with Rachel Cameron.
 - c. Finding the bigger topics.
 - i. Bi monthly bigger topics
 - ii. Starting parent support groups
 - 1. Simplicity parenting
 - d. Want to gather ideas on what parents and teachers want.
 - i. Survey generated and handed out. Forms can be returned to the PA box and will be funneled to Hazel. Please return surveys within 1 week.

5. Garden – Jasmine (not present)
 - a. Garden work happens on Fridays, but any day you can come and work, just check in with Jasmine and confirm what needs to be done.
6. Faculty Update – Alexis
 - a. Who is coming to PA meetings from faculty?
 - i. Katherine each time (from the Admin)
 - ii. In spirit of re-connecting with parents, teachers will rotate who will come to each meeting
 - iii. We are now having joint recess with whole school.
 - iv. Grades are all starting to come together to play big games on field.
 - v. Alexis still sitting as faculty chair
 - vi. Faculty snack
 1. PA supports each class to provide a snack for faculty
 2. Faculty super happy to get it
 3. Super nice and nourishing
 4. Just a snack, not a meal. Soup would be an example of something that would be max size.
 5. 3 snacks per class per year
 6. Cara to send out reminders for class parents to remind of upcoming turn
7. Administration Update – Katherine
 - a. Finally coming out of the flurry of paper work and getting everyone in their proper places
 - b. Sorina making great effort to make things work and get to know the students. Katherine is really fond of her and thinks she is a great fit for the role. Currently, she is covering in the role of Front office support. Interviews are formally being held for the role. Applications are still being received. Stephanie asked Katherine to clarify who Sorina is and to share about the position she previously held. Sorina was hired last year to support Rachel and Linda with administrative duties in their shared leadership role; she has applied for the position of Secretary which she is currently covering.
 - c. Katherine suggested highlighting in the newsletter the various positions in the office and who holds them so that it is clearer for parents.
 - d. Enrollment of 150 students this year. Down from 156 from last year
8. SES Board Report – Andrea, Diana
 - a. If items need to be put into meeting minutes for the board, this role is the avenue to get that done – they are the liaisons
 - b. People that are interested in joining the board should attend board meetings to understand what is expected
 - c. Immediate need for a secretary
 - d. Parents welcome to attend the non-in camera portion.

V. Funding Motions (5 mins)

2nd reading: *“Be it resolved the SWPA will spend up to \$500 on a last day of school ice cream cone or gluten free or non dairy frozen treat alternative for each child to celebrate finishing their school year”*

Mover: Sheila
Carried/Defeated

Seconder: Jenni

2nd reading: “Be it resolved the SWPA will honour graduating grade 8 First Nations student Geleena Martin with a \$250 honorarium for sharing her design to print on the 2022 orange shirt design for Sunrise Waldorf School Parents Association”

Mover: Katie

Seconder: Amanda

Carried/Defeated

2nd reading: “Be it resolved that the SWPA will spend up to \$ 800 on supplementing the money collected from parents for Specialty teacher giftcards and also contributing towards the staff appreciation year end celebration”

Mover: Cara

Seconder: Mindy

Carried/Defeated

VI. Other business needing discussion (20 mins)

- a) Pumpkin Path - discussion led by Andrea and Katie (class 2 parents)
 - i) Oct 31st is the festival
 - ii) Time slot online sign up will happen again
 - iii) Class 2 looking for support from whole school
 - 1) Email will go out asking to volunteer
 - (a) Skits
 - (b) Angels
 - (c) Popcorn
 - (d) Tea
 - (e) Scheduling website to be used for parent volunteers
 - (f) We need 50 liters of Apple juice
 - (i) We need Apples
 - (1) Cowichan Green community?
 - (2) Grocery store donations?
 - (3) Apples from Sunrise trees?
 - (4) Book time at McBarley's to press?
- b) Winter Faire - December 3 - Jenni to create a committee?
- c) Vote to sell popcorn machine and speaker
- d) School Directory - Alek Hamilton compiling data - how do we want to print them this year?

VII. Reminders (4 mins)

- a) Parent Lending Library
 - i) PA Wants to start resource library books for parents
 - ii) Will come to PA meetings in a bin to sign out a book
- b) Changes to Bylaw proposal - volunteers?
- c) Sunrise Cafe starts this Friday
 - i) Cara to host

Next PA meeting: October 5, 2022

Closing Of Meeting - School Verse (1 min)

To wonder at beauty, Stand guard over truth, Look up to the noble,
Resolve on the good, This leads us truly, To purpose in living, To
right in our doing, To peace in our feeling, To light in our
thinking, And teaches us trust, In the workings of God, In all that
there is, In the widths of the world, In the depths of the soul.

(Steiner's At the ringing of the Bells)

Financial Reports

**Sunrise Waldorf Parent
Association
Income Statement Jul 01,
2021 to Jun 30, 2022**

REVENUE

Fundraising Revenue

| | |
|------------------------------------|-------------------------|
| Fundraising - Pumpkin Path | 1,577.51 |
| Fundraising - Winter Faire | 6,641.25 |
| Fundraising - Gardening Initiative | 1,233.00 |
| Fundraising - Mayfest | 2,016.40 |
| Fundraising Misc | <u>10,583.50</u> |
| Total Fundraising Revenue | <u>22,051.66</u> |

Other Revenue

| | |
|----------------------------|------------------------|
| Donations - Tax Receipts | 250.00 |
| Grant Revenue - BC Gaming | 2,820.00 |
| Miscellaneous Revenue | <u>1,460.00</u> |
| Total Other Revenue | <u>4,530.00</u> |

TOTAL REVENUE **26,581.66**

EXPENSE

Fundraising Expenses

| | |
|-------------------------------------|-------------------------|
| Fundraising - Pumpkin Path Supplies | 20.16 |
| Fundraising - WF Advertising | 79.38 |
| Fundraising - WF BBQ Venue | 1,675.92 |
| Fundraising - WF Enchanted Garden | 114.26 |
| Fundraising - WF General Expenses | 399.63 |
| Fundraising - WF Kindercrafts | 277.65 |
| Fundraising - WF Wreath Making | 96.03 |
| Fundraising - WF Steiner Cafe | 938.47 |
| Fundraising - WF Chestnuts | <u>52.00</u> |
| Total Winter Faire Expenses | 3,633.34 |
| General Fundraising Expenses | <u>8,327.59</u> |
| Total Fundraising Expenses | <u>11,981.09</u> |

General & Administrative Expenses

| | |
|-----------------------------|--------|
| Accounting & Legal | 875.00 |
| Donations to Sunrise School | 964.98 |

| | |
|--|------------------|
| Garden Expenses | 2,846.47 |
| Mayfest Expenses | 951.40 |
| Meeting Expenses | 1,043.39 |
| Childminding Expenses | 280.00 |
| Interest & Bank Charges | 348.11 |
| Office Supplies | 8.94 |
| Parent Enrichment Expenses | 880.00 |
| Printing Expenses | 88.75 |
| Rent | 443.18 |
| Repair & Maintenance | 7.00 |
| Sunrise Cafe Expenses | 228.28 |
| Teacher & PA Gifts | <u>3,261.39</u> |
| Total General & Admin. Expenses | <u>12,226.89</u> |
| | |
| TOTAL EXPENSE | <u>24,207.98</u> |
| | |
| NET INCOME | <u>2,373.68</u> |

Generated On: Sep 12, 2022

**Sunrise Waldorf
Parent
Association
Trial Balance
As at Jun 30, 2022**

| Account Number | Account Description | Debits | Credits |
|----------------|---------------------------------|----------|---------|
| 1002 | PA Cash Float Held by Treasurer | 37.90 | 0.00 |
| 1005 | Cash to be deposited | 0.00 | 0.00 |
| 1010 | CC Main Account 100 | 5,153.09 | 0.00 |
| 1015 | CC Garden Account 101 | 2,256.99 | 0.00 |
| 1020 | CC Gaming Account 102 | 2,860.18 | 0.00 |
| 1025 | CC Social Health Account 103 | 0.00 | 0.00 |
| | CC Social Initiative Grants | | |
| 1030 | 104 | 2,196.14 | 0.00 |
| 1050 | Festival Floats | 0.00 | 0.00 |
| 1200 | Accounts Receivable | 0.00 | 0.00 |
| 1220 | The Hub Deposit | 100.00 | 0.00 |
| 1225 | Deposit Held Misc | 200.00 | 0.00 |
| 1300 | Purchase Prepayments | 0.00 | 0.00 |
| 1320 | Prepaid Expenses | 0.00 | 0.00 |
| 1350 | Project Funding in Progress | 0.00 | 0.00 |

| | | | |
|------|------------------------------------|------|-----------|
| 1810 | Leasehold Improvements | 0.00 | 0.00 |
| 1820 | Office Furniture & Equipment | 0.00 | 0.00 |
| 1825 | Accum. Amort. -Furn. & Equip. | 0.00 | 0.00 |
| 1840 | Vehicle | 0.00 | 0.00 |
| 1845 | Accum. Amort. -Vehicle | 0.00 | 0.00 |
| 1860 | Building | 0.00 | 0.00 |
| 1865 | Accum. Amort. -Building | 0.00 | 0.00 |
| 1910 | Computer Software | 0.00 | 0.00 |
| 1920 | Goodwill | 0.00 | 0.00 |
| 1930 | Incorporation Cost | 0.00 | 0.00 |
| 2100 | Accounts Payable | 0.00 | 452.53 |
| 2130 | Bank Advances | 0.00 | 0.00 |
| 2170 | Vacation payable | 0.00 | 0.00 |
| 2180 | EI Payable | 0.00 | 0.00 |
| 2185 | CPP Payable | 0.00 | 0.00 |
| 2190 | Federal Income Tax Payable | 0.00 | 0.00 |
| 2230 | WCB Payable | 0.00 | 0.00 |
| 2300 | PST Payable | 0.00 | 0.00 |
| 2310 | GST Charged on Sales | 0.00 | 0.00 |
| 2315 | GST Paid on Purchases | 0.00 | 0.00 |
| 2460 | Prepaid Sales/Deposits | 0.00 | 0.00 |
| 2620 | Bank Loans | 0.00 | 0.00 |
| 2680 | Loans from Shareholders | 0.00 | 0.00 |
| 3350 | Common Shares | 0.00 | 0.00 |
| 3390 | Preferred Shares | 0.00 | 0.00 |
| 3560 | Retained Earnings - Previous Year | 0.00 | 9,978.09 |
| 4005 | Fundraising - Pumpkin Path | 0.00 | 1,577.51 |
| 4010 | Fundraising - Winter Faire | 0.00 | 6,641.25 |
| 4015 | Fundraising - Gardening Initiative | 0.00 | 1,233.00 |
| 4020 | Fundraising - Mayfest | 0.00 | 2,016.40 |
| 4030 | Fundraising Misc | 0.00 | 10,583.50 |
| 4205 | Donations - Tax Receipts | 0.00 | 250.00 |
| 4210 | Donations - No Tax Receipts | 0.00 | 0.00 |
| 4300 | Grant Revenue | 0.00 | 0.00 |
| 4305 | Grant Revenue - Garden Initiative | 0.00 | 0.00 |
| 4310 | Grant Revenue - BC Gaming | 0.00 | 2,820.00 |
| 4440 | Interest Revenue | 0.00 | 0.00 |
| 4460 | Miscellaneous Revenue | 0.00 | 1,460.00 |
| 5190 | Subcontracts | 0.00 | 0.00 |
| 5240 | Purchases | 0.00 | 0.00 |

| | | | |
|------|---------------------------------|----------|------|
| 5410 | Wages & Salaries | 0.00 | 0.00 |
| 5420 | EI Expense | 0.00 | 0.00 |
| 5430 | CPP Expense | 0.00 | 0.00 |
| 5440 | WCB Expense | 0.00 | 0.00 |
| | Fundraising - Pumpkin Path | | |
| 5505 | Supplies | 20.16 | 0.00 |
| 5510 | Fundraising - WF Adverstising | 79.38 | 0.00 |
| 5511 | Fundraising - WF BBQ Venue | 1,675.92 | 0.00 |
| 5512 | Fundraising - WF Candle Dipping | 0.00 | 0.00 |
| 5513 | Fundraising - WF Coordinator | 0.00 | 0.00 |
| | Fundraising - WF Enchanted | | |
| 5514 | Garden | 114.26 | 0.00 |
| 5515 | Fundraising - WF Espresso Venue | 0.00 | 0.00 |
| | Fundraising - WF General | | |
| 5516 | Expenses | 399.63 | 0.00 |
| 5517 | Fundraising - WF Kindercrafts | 277.65 | 0.00 |
| 5518 | Fundraising - WF Popcorn Venue | 0.00 | 0.00 |
| 5519 | Fundraising - WF Silks Painting | 0.00 | 0.00 |
| 5520 | Fundraising - WF Wreath Making | 96.03 | 0.00 |
| 5521 | Fundraising - WF Steiner Cafe | 938.47 | 0.00 |
| 5522 | Fundraising - WF Silent Auction | 0.00 | 0.00 |
| 5523 | Fundraising - WF Chestnuts | 52.00 | 0.00 |
| 5535 | General Fundraising Expenses | 8,327.59 | 0.00 |
| 5540 | Poinsetta Fundraiser | 0.00 | 0.00 |
| 5605 | Amortization Expense | 0.00 | 0.00 |
| 5610 | Accounting & Legal | 875.00 | 0.00 |
| 5615 | Advertising & Promotions | 0.00 | 0.00 |
| 5620 | Bad Debts | 0.00 | 0.00 |
| 5625 | Business Fees & Licenses | 0.00 | 0.00 |
| 5630 | Cash Short/Over | 0.00 | 0.00 |
| 5640 | Courier & Postage | 0.00 | 0.00 |
| 5645 | Donations to Sunrise School | 964.98 | 0.00 |
| 5655 | Garden Expenses | 2,846.47 | 0.00 |
| 5670 | Mayfest Expenses | 951.40 | 0.00 |
| 5675 | Meeting Expenses | 1,043.39 | 0.00 |
| 5677 | Childminding Expenses | 280.00 | 0.00 |
| 5685 | Insurance | 0.00 | 0.00 |
| 5690 | Interest & Bank Charges | 348.11 | 0.00 |
| 5700 | Office Supplies | 8.94 | 0.00 |

| | | |
|---------------------------------|------------------|------------------|
| 5730 Parent Enrichment Expenses | 880.00 | 0.00 |
| 5735 Printing Expenses | 88.75 | 0.00 |
| 5740 Project Funding Expenses | 0.00 | 0.00 |
| 5760 Rent | 443.18 | 0.00 |
| 5765 Repair & Maintenance | 7.00 | 0.00 |
| 5768 Sunrise Cafe Expenses | 228.28 | 0.00 |
| 5770 Teacher & PA Gifts | 3,261.39 | 0.00 |
| 5780 Telephone | 0.00 | 0.00 |
| 5784 Travel & Entertainment | 0.00 | 0.00 |
| 5790 Utilities | 0.00 | 0.00 |
| 5998 Suspense | 0.00 | 0.00 |
| | <u>37,012.28</u> | <u>37,012.28</u> |

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