

Terrace Road Parent Fundraising Association Meeting Minutes

Thursday, 22 January 2025 – Hybrid Meeting

The Terrace Road Parent Fundraising Association (TRPFA) Meeting was held immediately following the Parent Advisory Council Meeting to discuss matters concerning fundraising to support Terrace Road School. It operates independently of the Parent Advisory Council.

1. Call to order

The Terrace Road Parent Fundraising Association meeting was called to order at 7:55 pm by Jacek Krzywicki (Chair).

Approximately a dozen parents and guests were physically present or online, including:

- Maria Ali Fundraising Coordinator
- Dan Buchanan Principal
- Erica Shield Parent
- Melissa Kelly Parent
- Jacek Krzywicki Chairperson
- Leah Kirkpatrick Parent
- Heather Sorenson Treasurer
- Linda Jose Parent
- Lindsay Weryshko Parent

2. Adoption of agenda

Heather moves to approve the agenda; seconded by Erica.

No objections. Motion passes as amended.

3. AGM Proceedings

a. Directors Members Updates

- Jason stepping down as Vice-Chair

b. Board position Nominations and Votes

- Erica nominated for the Vice-Chair position.

c. New Board of Directors Confirmation

- No other nominations. Erica will assume this position.
- Other positions nominated to repeat. Board approved.

4. Executive Reports

a. Chairperson: Jacek Krzywicki

- None

- b. Vice-Chairperson: Jason Sokolosky
 - Not present
- c. Secretary: Sean McCoy
 - Not present
- d. Treasurer: Heather Sorensen
 - Presented financial statements for fiscal 2025 (see attached PDF). FYE is Aug. 31, 2025.
 - Income comments
 - Fundraising income
 - 7 initiatives last year
 - Most successful was Purdy's (x 2) - \$1700. Apple fundraiser \$1600, Card project \$1250, Corn roast \$305, Growing smiles \$914, Coco brooks \$600 (approx.)
 - Other income - \$1140, given in cash at casino. Went into General Account
 - Casino funds received mid-Feb 2025 (next Feb. 2027)
 - Expenses comments
 - Special events – Grade 6 grad, Sports Day, Spring Dance
 - Resource Materials/Tech – art, math, sports, classroom spends
 - Equipment – Gaga ball pit, basketball net, climbing apparatus, gym equipment, cricket machine (examples)
 - End of FY finished with excess revenue of \$38,528.14.
 - Will file year end report
 - Jacek moves to approve financial statement, Erica second. Also reviewed (including bank statements) by Kathryn and Jason.
- e. Fundraiser: Maria Ali
 - Not present
- f. Casino Coordinator: Tammie Dewan
 - Expected end of 2026

5. Requests for funds

- Historically have relied on school council to cover expenses for children who have financial need. New directive from CBE wants this financial support to be applied equally across the student body.
- Parents have to show that they are eligible for CBE waivers based on income. Can pool and ask school council to support those families. However, families in need don't necessarily qualify for waiver program and there may be barriers to application.
- TRS is expected to receive new technology and old devices will not be automatically removed (but will not be repaired). Can likely hold on replacements until 2027.
- Waiting on field trip funding requests to see how many families are on waivers.
- Funding requests (see attachment)
 - Motion for \$22000 (see attachment, with some wiggle room) Heather, Jacek second
- Education Matters website – school gets 98% of the money from those donations. Can fundraise for specific needs.
 - Could give parents the option to donate through Education Matters in lieu of participating in fundraisers and/or make up the difference in field trip costs.
 - Benevity also has matching options. Can also set a goal and use for fundraising. Can't set up an account as a school

6. Next meeting date

The next meeting will be held in a **hybrid format Thursday, 23 October 2025** following the TRS Parent Advisory Council meeting.

Dan will present on School Development Plan

Please take the time to complete the Education Assurance Survey, opening on Monday.

7. Adjournment

Jacek moves adjournment. Tammie seconds.

No objections. Motion approved.

Meeting adjourned at 8:45 pm.

Minutes respectfully submitted by Tammie Dewan, Acting Secretary.

Terrace Road Elementary Parent Advisory Council Association
 Corporate Access Number: 504814724
 AGLC#67842

Statement of Financial Position
 As at August 31, 2025

	2025 (Aug 31)	2024 (Aug 31)
Assets		
Casino Account	\$30,910.92	\$24,324.86
General Account	\$6,823.22	\$4,820.36
Total Assets	\$37,734.14	\$29,145.22
Net surplus	\$38,529.14	\$29,145.22

Statement of Operations
 Sept 1, 2024 through to August 31, 2025

	2025 (Aug 31)	2024 (Aug 31)
Income		
Fundraising income	\$ 6,914.35	\$ 3,097.22
Interest income	\$ -	\$ -
Other income	\$ 1,140.00	\$ 1,000.00
Non Eligible Expenses Returned From Prior Year(s)	\$ -	\$ -
Casino income	\$ 82,956.03	\$ 0
Total income	\$ 91,010.38	\$ 4,097.22
Expenses		
Field Trips	\$ 9,000.00	\$ 9,469.37
Special Events	\$ 1,444.03	\$ 5,001.39
Resource Materials/Technology	\$ 24,905.02	\$ 30,787.67
Donations	\$ -	\$ -
Staff & Student Appreciation	\$ 1,506.77	\$ 1,063.15
Equipment	\$ 44,648.76	\$ 5,166.60
Bank Fees	\$ 121.88	\$ 302.75
Total expenses	\$ 81,626.46	\$ 51,790.93
Excess of revenue over expenditures for the year	\$ 9,383.92	-\$ 47,693.71
Excess of revenue over expenditures, beginning of the year	\$ 29,145.22	\$ 76,838.93
Excess of revenue over expenditures, end of the year	\$ 38,529.14	\$ 29,145.22

The auditor/reviewer(s) had access to the information required to prepare the audit report
 The Statement of Financial Position (Balance Sheet) and Statement of Operations (Income Statement) provide an appropriate
 No exceptions were discovered during the conduct of the audit/review.
 These financial statements have been reviewed and approved by:

 Signature
 Katherine Le-Williams
 Printed name
 Volunteer Reviewer
 Position
 Date

 Signature
 Jason Sokolosky
 Printed name
 Vice President
 Position
 Date

Parent Council Request

Date	Item	Amount
December	Elder	\$ 631.34
January	Elder	\$ 631.37
March	Windsport FT Gr 4/5/6	\$ 2,500.00
January	Basket Ball Hoop	\$ 850.00
January	School Shirts	\$ 4,000.00
February	Staff Hoodies	\$ 1,200.00
June	Year End Fees for Waiver Families	\$ 7,500.00
April	Elder	\$ 631.37
May	Volunteer Fee	\$ 300.00
June	Sports Day	\$ 500.00
June	Grade 6 celebration	\$ 250.00
January	Art	\$ 2,000.00
Total Spent		\$ 20,494.08
Balance as of January		\$ 38,529.14
Total Remaining		\$ 18,035.06

Maybe?

March	Drumming	\$ 1,000.00
March	Sound Creations	\$ 1,000.00
April	Cricket Res	\$ 1,000.00
March	Laminator	\$ 3,500.00
		\$ 6,500.00