

**Notre École Parent-Teacher Organization (PTO)**  
**Minutes**  
**Meeting on December 7th 2021, 8:30 pm**  
**via Zoom**

**Present:** Jérôme Chalmeau, Valérie Grand Marschner, Lilia Spitzack, Olga Tolle-Rodrigues, Claire Corvaisier, Lida Noll, Bayo Ajibewa.

**1/ Vote on the Minutes** from the 11/2/2021 meeting (Olga)

Minutes approved.

**2/ Fiscal year end date** (Lilia)

Bylaws currently state that our fiscal year ends June 30th.  
After discussion, we want our fiscal year to end December 31<sup>st</sup>.  
We need to amend the bylaws.

Motion to vote: "change the fiscal year from June 30th to December 31st."  
Motion passed. All in favor.

Motion to vote: "change the quorum to 50% +1 to elected board."  
Motion passed. All in favor.

Olga will amend the bylaws. Claire will sign them. Valerie will file them again.

**3/ Website** (Olga)

Olga didn't have time to do the design of the website.

Do we want to spend \$300 a year on the website? It will be necessary to sell directly through the website.

**4/ Next events** (Valerie & everyone)

- Fete d' hiver at Alliance Française next Friday December 10<sup>th</sup>. Event starts at 6pm and will be more kids/family oriented in the first couple of hours with Christmas story time and Santa's visit. 8pm-11pm will be for adults with dancing etc.
- Winter Gala at Notre Ecole on Friday December 17<sup>th</sup>.
- January galette des rois is the next PTO event, which was supposed to take place indoor on January 29<sup>th</sup>. Board agreed that with Covid new variant and cases number rising, it doesn't seem like a good idea to carry on with an in-person community event.

Brainstorm on something we could do instead to bring families together and raise money:

- Going Ice skating in February?
- Sell galettes des Rois to Notre Ecole families. Create a booklet with explanation of what the French tradition is about (write booklet in English). Invite families to one or two zoom meetings where families could eat their galettes des Rois at the same time. Families could take pictures of their Kings and Queens and send to Notre Ecole to add to the newsletter.

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- Logistics:
  - Ask Valerie's French Kitchen and Anne D'Argent if they could be our partner(s) for the event. Claire will contact them.
  - To start the conversation with them, let's ask how much it would be if we were to order 10 small and 10 medium galettes. Ideally, we get them at wholesale or cost and sell them full price to Notre Ecole's families as a way to raise money.
  - We need to offer 2 options for galettes: brioche and frangipane (be aware of kid's allergies)
  - We could start selling tickets and taking orders the first week of January: People could order online and/or in-person. Families could pick up the 3<sup>rd</sup> or last week in January. (Depending on our partners for that event).

**5/ Fundraising personalized objects (Valerie)**

Valerie knows of a company in France that sells special personalized objects such as aprons or tote bags. These objects are personalized with all the kid's drawings and signatures.

This is something that many PTO use as a way to fundraise in France and we could use it for Notre Ecole as well.

We could sell them online ahead of time. We need to show people what it looks like, explain that it's something commonly used in French schools. Get the info out in March/February, place order ahead and get them by the end of the school year. Something fun for the kids and their families to have as a souvenir from their school year.

**6/ Motion to terminate the meeting**

Motion to terminate the meeting. Motion passed. Meeting adjourned at 9:28pm.

**Happy holidays!**

**Next meeting:** 1/4/22 at 8.30pm