

École St.Germain Parent Advisory Council Meeting

Wednesday, September 12, 2012 7:00 pm, ESG Library

Minutes

Attending: Lorelei Douglas, Cindy Baerr, Melonie Cleutinx, Audra Peters, Meaghen Shangreux, Mme. Amy Haworth, Cindy Bennett, Alison Huppe, M. Henri Peloquin, Bev Padenau, Mare Richardson, Jan Thiessen, Nicole Hohner, Heike Sobkow, Tracy Igonia.

Regrets: Mme. Valerie Allard, Inga Sif Kristjansdottir, Lee Ann Riel, Suzanne Suzio, Jaquelin Martinez.

Guests: Shauna Hazlitt, Michelle Lagadi, Dawn Jeffrey, JoAnne Penner, Meghan Guyot, Karen Santos, Sharon Coughlan, Lisa Brown, Nicole Medland Christine Kullman, Janice Morissette, Natalie Bourque-Lee, Susanne Dandenault, Winna Smith, Natalie Aitken, Anna Janzen.

1. Call to Order - 7:08 p.m

2. Approval of the Agenda - No objections.

3. Approval of minutes of June 2012 AGM - Motioned by Alison and seconded by Cindy Bennett. PASSED

4. Welcome back members and any guests - Everyone was welcomed.

5. Unfinished Business:

- Recall PAC goals set in June-fundraising goals will be discussed at next meeting.
- Committee signup- will be done at next PAC meeting.
- Fall BBQ – Upcoming event on Thursday Sept 20. Alison outlined activities. Volunteers are needed. The BBQ is not intended to be a fundraiser, but because we do all our own cooking, it generally raises \$1,000-\$2,000.

6. New Business:

- Babysitters 2012/13 - Babysitting is provided during PAC meetings and we are looking for more sitters. Babysitters each get \$10 per meeting. Grade 7 and 8 students who are children of PAC members, are at least 12 years old and have taken the babysitting course can sign up to be on the list of PAC sitters.
- Authorization for fundraising – We need to apply for fundraising, Cindy Baerr will discuss with Bev.

7. Treasurer's Month End Report for May – Update on handover of Treasurer position to Alison. Reviewed future commitments. Fundraising typically raises \$8,000-\$10,000/year. Administration can suggest items on their wish list and PAC decides if they will support (eg. projectors, Mimio, toboggans, pinnies, etc). PAC is looking at

supporting technology objectives again this year. Specific fundraising goals will be discussed at next meeting. Refer to Appendix A for Treasurer's Report.

8. Administrator's Report:

- Portables are on location but not yet functional (no power or steps). Working toward using the portables by the end of September. M. Peloquin complimented the parents on their patience and understanding.
- Kindergarten staggered entry is underway. Kindergarten teachers this year Shannon Best and Joanne Girard.
- Other new teachers: grade 3: Chris Prescott & Karen Donnelly (sharing with Nerissa Brownridge). Natalie Barnabé in Grade 8.
- 2 full-time student teachers, Natasha Gingras (Grade 1) and Heather Hynes (Grade 8) from USB, will be here until the end of March.
- Fubuki Daiko drumming group is here this week, and another week later in September, followed by a drumming presentation by the kids. Very well received.
- School enrolment has risen to 557 and the number of bus students is up to 272.
- Lunch supervision policy is under review to ensure ratios (due to higher enrolment). Record checks for volunteers discussed.

9. Committee Reports:

- Education Committee-Cindy Bennett and Bev Padenau are on committee. Committee reviews divisional policy changes. M. Peloquin noted that divisional policy has passed where we will no longer be allowed to have unflavoured individual serving bottled water in the drink machine. M. Peloquin/ Mme Haworth to investigate where the proceeds from the drink machine goes. Topic of new policy was shelved for next meeting. Will discuss whether PAC wants to consider supporting a commercial-grade refrigerated water dispenser.
- Environment Committee-Bev Padenau is Chair of committee. Past initiatives have included outdoor classroom, trees, shrubs and picnic tables. Will be looking at water bottle issue. Committee is looking for new members.
- Fundraising Committee – Tracy Igonia outlined that this committee decides on and coordinates fundraising efforts. This year's fundraisers include: Peak of the Market, QSB magazines, Sobeys gift cards, Show N Save.
- Ad hoc Committees – Fall BBQ Report

Anyone interested in joining a committee, speak to a PAC member.

Next Meeting - October 3rd and adjournment of meeting – 8:15 p.m.

APPENDIX A

Treasurer's Report

Ecole St. Germain Parent Advisory Council			
June 2012 Financial Statement			
Account Balance at June 1, 2012			\$11,100.06
Credits:		interest	\$0.46
		Total Credits	\$0.46
Debits:	#064	bench	-\$70.00
	#065	May babysitting	-\$20.00
	#067	staff appreciation	-\$28.01
	#069	flowers for admin	-\$17.90
	#070	Mar & Apr patrols	-\$117.50
	#071	Quebec 2013 gift cards	-\$120.00
	#072	book club	-\$173.86
	#073	Gr 8 Farewell	-\$705.00
	#074	mini U	-\$1,298.25
			-\$2,550.52
Account Balance at June 31, 2012			\$8,550.00
Plus Future Income			
		Total Future Income	\$0.00
Less Future Commitments:			
		Greening Project	-\$462.24
		Shrubs	-\$118.97
		CJS Scholarship 2011/2012	-\$300.00
		CJS Scholarship 2012/2013	-\$300.00
		Student Leadership (patrols, etc.)	-\$1,100.00
		Babysitting for PAC meetings	-\$160.00
		Staff Appreciation Week	-\$400.00
		Grade 8 Farewell Dinner (\$15/student)	-\$750.00
		PAC costs	-\$250.00
		BBQ 2012/2013 prizes	-\$2,731.68
	#066	staff appreciation	-\$22.47
	#068	food handlers certificate	-\$270.00
	#075	books	-\$100.00
	#076	shrubs and plants	-\$138.41
	#077	June babysitting	-\$20.00
		Total Debits	-\$6,242.56
Total Funds Available			\$2,307.44

**Ecole St. Germain Parent Advisory Council
July 2012 Financial Statement**

Account Balance at July 1, 2012			\$8,550.00
Credits:		interest	\$0.27
		Total Credits	\$0.27
Debits:			
	#068	food handlers cert.	-\$270.00
	#075	books	-\$100.00
	#076	shrubs and plants	-\$138.41
	#077	June babysitting	-\$20.00
		Total Debits	<u>-\$528.41</u>
Account Balance at July 31, 2012			\$8,021.86
Plus Future Income			
		Total Future Income	\$0.00
Less Future Commitments:			
		Greening Project	-\$462.24
		Shrubs	-\$118.97
		CJS Scholarship 2011/2012	-\$300.00
		CJS Scholarship 2012/2013	-\$300.00
		Student Leadership (patrols, etc.)	-\$1,100.00
		Babysitting for PAC meetings	-\$160.00
		Staff Appreciation Week	-\$400.00
		Grade 8 Farewell Dinner (\$15/student)	-\$750.00
		PAC costs	-\$250.00
		BBQ 2012/2013 prizes	-\$2,731.68
	#066	staff appreciation	-\$22.47
		Total Future Commitments	-\$6,595.36
Total Funds Available			\$1,426.50

Ecole St. Germain Parent Advisory Council

August 2012 Financial Statement

Account Balance at August 1, 2012 **\$8,021.86**

Credits:	interest	\$0.26	
	Total Credits		\$0.26

Debits:	ACU - reorder cheques	-\$22.88	
	Total Debits		-\$22.88

Account Balance at August 31, 2012 **\$7,999.24**

Plus Future Income			
	Total Future Income		\$0.00

Less Future Commitments:			
	Greening Project	-\$462.24	
	Shrubs	-\$257.38	
	CJS Scholarship 2011/2012	-\$300.00	
	CJS Scholarship 2012/2013	-\$300.00	
	Student Leadership (patrols, etc.)	-\$1,100.00	
	Babysitting for PAC meetings	-\$160.00	pd Oct-May
	Staff Appreciation Week	-\$137.57	
	Grade 8 Farewell Dinner (\$15/stud	-\$750.00	
	PAC costs	-\$250.00	
	BBQ 2012/2013 prizes	-\$2,318.52	
	#078 BBQ prizes	-\$413.16	
	#066 staff appreciation	-\$22.47	
	Total Debits		-\$6,448.87

Total Funds Available **\$1,550.37**