**October 15th- SPC Meeting Agenda**

**7pm EGM Library**

**Attendance:** Nicole Maynard, Lisa Hettrick, Kristin Morand, Sarah Mitchell, Guneet Kaur Jassal, Rhonda Dube

**Regrets**: Dawn James, Mary Thomson, Shannon Baxter

**Supporting documents**: Proposed constitution amendments, Administration report & September minutes

Round table Introductions done

1. Approval of Sept 17 Minutes- From last meeting only Rhonda, Sarah & Nicole present. May not be enough approvers (depends on ‘quorum’) in attendance from September meeting. Rhonda will resend minutes for new members or members that were not present last month.
2. Executive
   1. Cochairs- Lisa to co-chair with Nicole. Nicole acting co-chair until she departs in January.
   2. Treasurer- Guneet
   3. Secretary- Rhonda

Voted on above executive roles.

1. Constitution
   1. Nicole provided update on proposed amendments & reviewed the changes (see attachment to minutes). Minor updates to be made yet;
      1. Quorum- Email list will be the ‘committee members’. Discussion regarding 2/3 vs 50% or half of the committee members. Decided that one half (50%) of the committee member list will be quorum.
      2. Allow parent of gr 5 students to vote
      3. The first meeting of SPC will be held within 30 days of the first day of school.
2. Budget
   1. Update from Lisa

Process for cheques: 2 signatures for each cheque. Lisa & Nicole have ‘signing’ authority. Guneet to be added to this signing authority. At closing June 2024 balance= $2148.32. Money collected was from activities such as ‘not a fundraiser’, ‘50/50’ & bake sales/auctions. Garage sale has also been held 2 years ago.

* 1. outstanding commitments
* bursary CJS ($500)- keep this commitment
* Staff appreciation (couple hundred $)- coffee bar, apple nachos- keep this commitment
* gr 8 farewell – last year removed from commitment ($10/student)- keep as removed
* recess equipment- school will fund- remove this commitment
* fusion day-school will fund
* admin PAC: ie. binders- keep this commitment.
  1. Preliminary Planning for Fundraisers (Parent teacher Nov 21/22).

- Nicole to look into 50/50 licences.

- Sarah to draft an insert for the EGM email re: bake sale baking request

* 1. Poinsettia fundraiser- funds can go to equipment budget
  + Nicole to look into with Lacoste.

1. Administration Report (see attachment)

Quote received for Gaga ball pit & 2 basketball nets which was higher than expected. Nicole to look into in house installation & reducing to 1 basket ball net.

Students have access to various equipment at recess (ie. balls) funded by $500 school + $500 PAC. A sign out process has been effective so far in preventing losses.

1. Hot Lunches
   1. Wednesdays- Lisa available to help. Options: Munch a lunch or Healthy Hunger. Sarah will look into each option with a proposed offering of 1/month.
2. New Business
   1. 10 year anniversary of EGM turning into French immersion school Preliminary thoughts include having a field day with food trucks, invitation for alumni to attend. Other thoughts; cookbook, potluck.
3. Other
   1. Instagram- Kristin to take over after Nicole hacks it
   2. Lisa take over PAC Gmail account.

Upcoming/Next Meetings- Tuesday- Nov 19th.

Adjourned @ 8:20pm.