

PAC AGM Minutes

Monday April 3, 2023

1. Meeting called to order 6:45.
2. Adoption of April 4, 2022 AGM minutes
 - Cheryl made motion to adopt
 - Jessica second motion
 - Minutes adopted
3. Executive recap for the year
 - Overview
 - We kicked off this school year with another new Principal – Karen Duffield. Shamrock has experienced changes in our principalship each year and we are hopeful for some long-term consistency at Shamrock for the years ahead so we can begin working towards consistent goals. Here is a little recap of all of our accomplishments in this school year.
 - PAC was involved in the school painting decision discussion which halted and then evolved into a complete envelope renovation along with roof repairs – eta ongoing.
 - PAC provided healthy snacks for Grade 6 immunizations.
 - PAC organized a Stone City Coffee Fundraiser.
 - PAC offered a basics for babysitting course for grade 7 & 8s
 - Parents attend school board functions and meetings on a regular basis.
 - PAC provided snacks for Staff Appreciation Week (March)
 - PAC donated \$150.00 in gift cards for Christmas hampers
 - PAC continued to discuss catchment numbers with members of LRSD and brought awareness to the high school impact and design with us.
 - PAC received a grant for playground enhancements – of which are being reviewed due to vendor cost changes.
 - PAC attended the kindergarten open house to give new parents a glimpse into PAC, what we do and why.
 - PAC held is 2nd Read-a-thon with rave reviews.
 - PAC is holding a plant fundraiser with Glenlea (feedback rec'd as rave reviews on quality of product) with delivery intime for Mother's Day
 - PAC held a read-a-thon giving out prizes and a pizza party for the highest classroom achiever. Ancillary funds raised will be used for Teacher/Classroom initiatives.
 - PAC put on a book fair with Scholastic – proceeds raised help buy books for classrooms, new books for the library and some money for rewards.
 - PAC initiated a Moose game night for Shamrock School.
 - PAC delivered a number of Fun Lunches to the students to enjoy.

- Thank you to all who give a little and a lot of their time to help enrich our children's journey here at Shamrock.

4. Treasurer Report

2022/2023 PAC AGM report which recaps the main fundraising and other initiatives that took place during the last school year up to Feb 28, 2023 with some notations for March 2023

- The following fundraisers/revenue generating activities were undertaken by PAC throughout the year:
 - **Glenlea fundraiser-** purchases are made online and Glealea will provide is with a profit cheque at the end of the session – near July 2023
 - **Stone City Coffee** –126 bags of coffee and tea were sold for a total revenue of \$2392.74 for the fall fundraiser. The resulting net profit of \$695.52 was also allocated to the Playground Enhancement Initiative fund.
 - **Hot Lunch** –The invoice for the annual Munch-a-Lunch fee which is \$336/year was paid in Aug. Munch-a-Lunch is used for various fundraising platforms as well as hot lunches. Various hot lunches are ongoing for this school year and the total profits won't be available until end of the year.
 - A loss was incurred of \$40.00 from the babysitting course as we had a couple of spots vacant.
 - Our 2nd read-a-thon was held with great success with the majority of profits going back into the school.
 - Book Fair generated monies for classroom, library books and \$3000 in rewards
- The cost of the babysitting course was \$1480; however, \$1440 of costs were recouped by charging for the course.
- The remainder of costs were associated with PAC meeting costs, vaccine day snacks and bank fees.
- A decision to transfer some of these funds to our Connects account for future playground initiatives needs to signors to attend the back to initiate this request.
- See attached for details.

5. Call for Positions – typically 2-year terms

- Chair - Kara Buchanan volunteered. Vote was held – it was unanimous.

Thank you Kara! As a result, the Communications & Outreach Co-ordinator position became vacant.

ii. Cochair – tabled

iii. Communications & Outreach Co-ordinator - tabled

Currently held positions

-Executive Chair –Sia Erlendson – Term ending April 2023

-Outdoor Enhancement Coordinator – Itoro Affia

-Treasurer – Stan Scott

-Secretary - Erin Adams

-Communications & Outreach Coordinator – Kara Buchanan

-Fundraising Coordinator(s)

- Sara, Kara, Sia took on fundraisers this year

- Lynne / Cheryl/ Sara volunteered to assist with Staff appreciation.

-School Board Liaison -Itoro Affia

6. Adjournment 7:02.

Monday April 4, 2022 PAC AGM Attendance

Marlene Murray

Karen Duffield

Dana Cormier

Sia Erlendson

Erin Adams

Cheryl Lisowski

Jessica Turner

Kara Buchanan

Stan Scott

Melissa Stewart

Tara Savage

Ito Affia