

DR. D.W PENNER SCHOOL

PARENT ADVISORY COUNCIL

GENERAL MEETING MINUTES Tuesday December 5th, 2017

**Attendance:** Alana Sigurdson, (Chair), Michelle Marinelli (Treasurer), Tanya St. Laurent (Secretary), Sonja Marrone, Allison Rempel

**Principal:** Rick Rajotte

**Daycare:** Ashley Peters

Thanks to Ashley for babysitting.

**Quorum-** not met

All parents are invited to attend. Any ideas, thoughts and suggestions are always welcome. If you cannot attend but have a question or an idea you would like discussed at the next meeting, please email: Alana Sigurdson at [alana.jo@shaw.ca](mailto:alana.jo@shaw.ca) and it will be brought to the table.

**Call to order:** Alana Sigurdson - Welcome, thank you all for coming!

**New Business-** Nothing to report

**Secretary's Report-** Tanya

- Minutes from November 7<sup>th</sup> meeting motion to approve as presented: will have to be deferred until we have quorum. Will motion to approve at the January meeting.

**Treasurer's Report-** Michelle

- Balance \$4731.42
- Profit from Fall Fundraisers: Bothwell cheese: \$202.25/ Kernels Popcorn: \$128.94/ Colbri Bags: \$188.00 Total fundraiser \$519.19- cheque written to the school to purchase new books for the Library.
- Feedback from Fundraiser- Popcorn - good size bag, vacuum packed Bothwell land Colbri- both came sorted. Not sure how to get more families involved in Fundraising. Seems to be the same families who participate in fundraising each year. Attempting to try and let families' know how it directly impacts the school- by letting people know what the money is being fundraised for. PAC fundraising profits do directly to supporting school projects and initiatives. Idea- setup at movie night and let parents know what PAC stands for and what our role is in the school. Movie night- very full/ great turn out! Free! Gets families involved. Purchased normal amount of popcorn- ran out before the movie and had to go out to get more!
- A cheque for \$800 will be written to the school to contribute towards the Artist in the School Program that will be occurring January 22-26. As in previous years, the school and PAC share the cost of this very exciting program 50/50. This money comes out of the budget that was set in

September where PAC determined we would contribute at least \$3000 to school projects/initiatives this year.

- **Inventory process:** Binder created. Allison does a good job accounting for inventory for Fun Lunch. Inventory is counted before and after each event. This way we can track what is sold and the true cost of that item. Movie night is more intense as stuff in and out. Still working out exact costs due to some canteen items being purchased prior to this inventory system being in place. This system allows a more accurate reflection of the costs associated with events as well as it being easy to restock items in the canteen.
- Motion to approve the Financial Report will be deferred until we meet quorum/ bring forward to January meeting.

#### Chair's Report- Alana

- The proposed **Constitution** changes were emailed to all parents for review and were to be discussed and voted upon tonight. As we do not have quorum at the meeting, this discussion and vote will be deferred to January meeting.
- Question on proposed Constitution changes- Question about Section 7 (Chaired Committees) that indicates that money collected through Chaired Committees must be submitted to the Treasurer within two days of the event/activity occurring. Concern that this two-day window may not always be possible. Discussion about the importance of money always being accounted for and the ability to always be transparent with money being collected on behalf of PAC. If the two-day requirement can not be met for some extraneous reason, the Treasurer and Chair should be contacted.
- **LRSD Citizenship and Budget Meeting-** Kuldeep attended this meeting on behalf of PAC. She indicated that the evening was very interesting/ engaging and thought-provoking. Different culture-needs of schools have changed. Lots of new families with in schools, especially New Canadian families, placing additional demands on the services which exist in the school. Many school buildings are in need repair. Conversation about dual track vs non-dual track. Lots of parent info, very open to feed back from parents. Parents were asked to identified key priorities for the LRSD to consider this year as they prepare the school budget. Parents identified: Ready recovery/ Literacy/ Citizenship/ Anxiety and Bullying. Penner teachers there as well sharing lots of info how Penner is helping new families.
- **Winter Concert-** this year we will be handing out candy canes once again at the end of the concert.
- **Family Activity Night-** Movie Night Jan 19<sup>th</sup>/ Activity night Feb 23<sup>rd</sup>/ Activity Night- March 21<sup>st</sup>/ Movie Night April 13<sup>th</sup>. Mark your calendars for some simple wholesome fun! Jungle Gym- break into two sessions K-3 & 4-6/ Board games in the library. Should make for an exciting winter!
- **School Staff Appreciation-** Looking for volunteers to lead this in the New Year! Chat more in January. Teacher Appreciation runs from Feb 19- Feb 23<sup>rd</sup>. If you are interested in organizing the School Staff Appreciation activities for this year, please let Alana know.
- **Greendell Community Centre:** Breakfast with Santa is on Dec 10<sup>th</sup> from 9:30-12:30 (Jocelyn Peters a Dr. Penner parent is organizing this year!)

- **Principal's Report/School News- Rick**
- **Winter Concert-** Thursday December 14<sup>th</sup>@ 6:30pm Matinee10:00am/ Theme this year - "The Big Chill". Fun as usual!!
- **Parent Teacher Conferences:** 1<sup>st</sup> parent teacher with just the parents/guardians and no students. Parents love the format! Portfolio is the 2<sup>nd</sup> conference in March.
- **Mad Science** is back by popular demand!! Starting Jan 29- April 9<sup>th</sup> Mondays from 3:45pm- 4:45pm. Offered to Grade 1-6. Daycare will support Mad Science as well!
- **Artist in the School-** Jamie Oliviero Story teller. Jan 22-Jan26th.
- **Butterfly Garden Update:** Applied for Grant/ finishing touches that still need to be done: plants/ pathway/ frame/ plaque on rock in middle to show that PAC supported this project.
- Just a reminder that Microsoft is free for students and families! Check out the divisional website or Dr. Penner website for details.
- **New Staff:** New EA Anna Zdrill- works in the mornings. Laura Elliot who has been working in the front office will be leaving us for a permanent position at Nordale. In the process of hiring for her replacement. Welcome Anna and best wishes Laura!
- **The Hill update:** All kids in the front for recess. Each grade takes turns having a day on the hill. Teacher is responsible to supervise them. This year we are trying to keep a clear path to the hill.
- **Literacy Night update:** Held on Tuesday November 21<sup>st</sup> K-2 and facilitated by Mrs. Shangreaux, Mrs. MacKay and Mrs. Descender. It was very well received and helpful for parents who attended. Looking to do it again for Math Literacy. How to look at Math in a different way. Make sure kids understand what #'s are and what they mean. When kids are excited about it they learn that much more!

#### **Standing Committee Reports**

##### **Fun Lunch- Allison**

- Once again, we underestimated the cooking time for the Mac & Cheese. In the end, everyone was happy and got their delicious lunch! Jumbo hot dogs were a hit! 96 orders \$265 profit! December 21st will be Pizza Pizza! Maybe Menchie's for a treat. Fun Lunch volunteers are always welcome. This is a big task to organize for our school and relies almost 100% on parent volunteers. We are very grateful that the school also supports this program by having 3 of the lunch staff come in early to help with Fun Lunch.
- Fun Lunch seems to be going over well this year with higher-than-normal participation. 96-98 orders each month out of a possible 115 orders.

##### **Upcoming Events Summary December/ January - Save the Date:**

- **December 5<sup>th</sup>- PAC Meeting**
- **December 14<sup>th</sup>- Winter Concert @ 6:30pm Matinee @ 10:00am**

- December 21<sup>st</sup>- Fun Lunch Pizza Pizza
- December 22<sup>nd</sup>- Last day of classes before Winter Break
- January 8<sup>th</sup>- Classes Resume
- January 9<sup>th</sup>- PAC Meeting @ 6:30
- January 17<sup>th</sup>- Grade 5 & 6 Indoor Track
- January 19<sup>th</sup>- Movie Night
- January 23<sup>rd</sup>- Early Dismissal @ 2:30pm
- January 25<sup>th</sup>- Fun Lunch/ Artist in the School

Adjournment- 7:35pm

Next Meeting January 9<sup>th</sup> @ 6:30pm

Free Babysitting

New ideas and fresh faces always welcome!

Feb 6/ March 6/ April 3/ May 1/ June 5