

MINUTES

South Rutland Elementary Parent Advisory Council

Date | time 9/15/2015 6:30 PM | *Meeting called to order by* Josie Jagers

In Attendance

Heather Johnston	Sue Miles	Cherylee Morrison
Cathie Mutter	Josie Jagers	Amanda Kraft
Jackie Tower	Angela Johnson	Andrea Blanchard
Vivian Evans	Lisa Fennell	Jennifer Larsen
Tanya Harnett	Jody Warren	Tessa Russell-Hopkinson

Agenda Approval

Tessa made a motion to adopt September 15, 2015 agenda, Vivian Seconded.

Approval of Minutes

Minutes from June were unavailable and will be available for review at October 20, 2015 meeting.

President Report: Heather Johnson

Introduction:

Everyone took a turn introducing themselves.

What Happens at a PAC Meeting?

Josie Jagers went over what a PAC meeting is and the steps during a PAC meeting. A PAC meeting happens as a group. This group give advice and makes decisions to spend money. It is formally run. The steps to make a motion are as follows: make a motion; someone else will second; the group discusses it; find out who is all in favor; and attending members vote. Motions can be amended if needed during the discussion to better fit the situation. For a passing vote, the PAC needs a Quorum, which is all voting executive members minus two. If anyone would like more information on how the PAC meeting are run or have any questions please contact Josie Jagers.

This Year's Goals:

Fundraising goals for this year will be going towards the new Library Learning Commons by getting new chairs or furniture. We would also like to become more family oriented, like a little community feel to events and even everyday on the playground.

Treasurer Team Appointment:

Andrea Blanchard will be the only Treasurer this year.

Payment Procedures:

Andrea Blanchard went over the procedures for submitting receipts. All receipts need to be placed in the labelled envelope located in the PAC mailbox in the Medical Room by the office. All receipts have to be labeled with the submitter's name and the reason for the purchase. There is also an envelope in the same location for picking up cheques for reimbursement.

When submitting cash from events or fundraising, a deposit slip needs to be filled out. The money & deposit slip should be given to Heather (secretary) to be locked up ready for pick up.

Treasurer's Report

Andrea provided the Profit and Loss report, the breakdown of fundraisers and reviewed them for the year 2014/2015. All totals are as of August 31, 2015. Gaming account \$6,233.88, we are still waiting on our gaming grant for 2015/2016 to come in. General account is \$14,625 less Grade 5 Fund of \$6,340.14 = \$8,285.58. Last year fundraising and grant brought in \$17,606.67 less request and other expenses of \$17,682.92 = Overall fundraising/income was -76.25. Andrea made a motion to accept her report as read which was seconded by Jackie. All present voted in favor.

Principal's Report

Principal Cathie Mutter presented her report.

New Business

- Kids are all now settled in their classes
- Everyone is working to keep the normal routine
- Lift off to Literacy day September 23, 2015
- Terry Fox run or walk will be the morning of September 30, 2015 with special guest, Fred Fox (Terry's brother)
- October 7 and 8th Parent-Teacher Conferences

Teacher Requests:

- K/Grade 1 cooking Fund for \$285.00
- K/Grade 1 Pumpkin Patch Field Trip for \$152.00
- K/Grade 1 Club House Farm Trip
- For a total of \$722.00 that is coming out of the gaming request.
- Cathie Mutter requested that the PAC assist with a carpet for our Music Room costing a total of \$843.10 coming out of our general account, which will stay with the school.

Jennifer makes a motion to spend \$722.00 out of the gaming account which was seconded by Vivian. All present voted in favor. Vivian makes a motion to spend \$843.10 out of the general account which was seconded by Jennifer. All present voted in favor.

Future Considerations:

- Discussed looking into publishing a school year book
- The school is also looking at getting one or two iPad Learning Labs
- Flexible Furniture for the new Library

COPAC Report: Vivian Evans

Vivian let us know that there has been no word on any schools closing at this time. There has been a request sent in to repurpose Quigley Elementary into the new Rutland Middle school but it will probably not go through till 2019. Quigley students will get disbursed between the other elementary schools in Rutland. COPAC is going to be doing workshops. All parents are encouraged to join the COPAC Facebook page. The COPAC next meeting is October 5, 2015. There will be a special speaker at the next meeting.

Committee Reports

Hot Lunch: Tessa

They provide the convenience of a healthy weekly lunch to our students. All meals will be priced at \$5.00 unless otherwise noted and include fresh fruit or vegetables and a choice of milk, juice or water. If you wish to volunteer to help prepare or distribute hot lunch, please contact Tessa at 250-575-5373 or tdmrasset@hotmail.com. We look forward to a great year!

Fundraising: Jackie Tower, Any Eder, and Heather Johnston

Popcorn Wednesdays

Have started for the year September 23, 2015.

Other/New Business

No other new business

Next Meeting

10/20/2015 6:30 PM, Staff Room at South Rutland Elementary School

Motion to adjourn was made at 8:05 p.m. and was passed unanimously.

Treats are being brought by Tanya.