

**École St. Germain Parent Advisory Council Meeting  
Wednesday, September 14, 2016 – 6:30 pm (Open House),  
7:00 pm (Meeting), ESG Library  
Meeting Minutes**

**Attending:** Mme Amy Haworth, M. David Charney, Stephanie Clement, Sharon Coughlan, Susanne Dandenault, Jodi Dick, Nicole Hohner, Katie McArthur-Grant, Aimie Panteluk, Audra Peters, Denise Pope, Mandy Safronetz and Kim Sawers

**Regrets:** Kristine Posthumus, Adam Woollard and Lindsay Woollard

**Absent:** Lisa Brown, Dana Forsyth, Crystal Kobe, Nicole Medland, Crystal Meisner, Marcia Neufeld, Heike Sobkow and Joni Tesoro

**Guests:** Alanna Brown, Meghan Care, Daniel Goertzen, Diane L'arrivee, Apryl Nadeau, Tiffany Pang, Darya Prokapalo, Stephanie Schultz, Ximena Torres, Lisa Voth, Kimberly Wiebe and Matthew Wiebe

**1. Call to Order:** 7:02 pm

**2. Approval of September Agenda:** motioned by Audra Peters, seconded by Jodi Dick. **PASSED**

**3. Approval of June 2016 Minutes:** motioned by Stephanie Clement, seconded by Sharon Coughlan. **PASSED**

**4. Welcome members and guests**

**5. Correspondence:** A letter was received from the principle and vice-principle of CJS thanking Susanne for attending the convocation where the CJS Scholarship was presented. The recipient of the CJS Scholarship also sent a card of thanks.

Information regarding the M&M fundraiser was received. This information will be used for a future discussion.

**6. Treasurer's Report – June, July, August 2016 Financial Statements – See Appendix A, B and C**

**7. Unfinished Business**

**a) Greening Project (front):** It was reported that the greening project at the front of the school did not take place. It was stated that efforts would be made to complete the work in the Fall. There was discussion about putting a request for volunteers in the weekly email to parents and it was thought it would be best for this request to go out in mid-October. This topic will be re-visited in April or May of next year.

**b) Friendship Bench:** The paint has been ordered and the painting of the bench by the Grade 5's will take place in the Fall.

**c) Co-op Contest:** nothing to report

**d) Winter/Canada 150 Event:** There would be funding available for this project but more discussion is needed.

**e) Charitable status:** nothing to report

## **8. Committees/Events**

**a) Peak of the Market (Audra/Stephanie)** The information has been sent out and orders are due on September 23<sup>rd</sup>. Orders will be received on October 5<sup>th</sup> and there will be a sign-up genius for volunteers created shortly.

**b) BBQ (Susanne)** The BBQ is set for September 29<sup>th</sup> with food at 4:30 pm and games to start at 5:00 pm. Aimie is coordinating the volunteers and Audra is helping. Information on the sign-up genius will be sent out shortly. Signs were put up at George McDowell School for student volunteers who are paid with BBQ bucks. Susanne reported that 2 new games have been created. Amy reported that she has invited the trustees to attend. Jodi is coordinating the food and it was reported that the LRSD culinary arts program would be making the veggie wraps this year. Mandy has been dropping off donation requests to businesses and there have been positive responses from Sobeys and Giant Tiger.

**c) QSP (Sharon)** It was reported that the fundraising information will be sent out in October although ordering can be done year round. QSP offers magazines, as well as other items such as greeting cards, calendars and photo books.

**d) Book Fair (Susanne)** It was reported that there will be only one book fair this school year and it will be an English book fair that will take place in November and will incorporate the two nights of student conferences. Sales at the book fair earn credits for the library to purchase books and have historically raised \$1,500 -\$2,000 in book credit.

**e) Gift Cards (Jodi)** It was reported that Sobeys offers 5% return on the sale of gift cards and Co-op offers 10%. There was discussion about Sobeys offering 8% return if the fundraiser takes place at Christmas time. It was stated that the timing of the fundraiser won't change for this year but it may be something to consider for next year. There was caution expressed at changing the timing, as this fundraiser is popular with other organizations as well.

**f) Show & Save (Momentum Cards?)** It was reported that the Momentum Cards offer the same return as the Show and Save book. Further discussion on this topic will take place at a later date.

**g) Movie Night – Thursday, March 16** The date has been booked and there was discussion about incorporating a St. Patrick's Day theme to the event.

**h) Staff Appreciation – week of March 6** The date has been confirmed. It was stated that the Monday of that week is a PD day so it will be a four day event.

## **9. New Business**

**a) Goals 2016-2017:** Amy still needs to meet with staff to discuss their needs but the following items have been identified:

**MOTION:** To provide up to \$350 for the purchase of toboggans. Motioned by Stephanie Cemet and seconded by Jodi Dick. **PASSED**

**MOTION:** To provide up to \$200 for the purchase of Fall sport equipment. Motioned by Kim Sawers and seconded by Katie McArthur-Grant. **PASSED**

**MOTION:** To provide up to \$500 to cost-share the purchase of mimios and speakers for 2 new classrooms. Motioned by Audra Peters and seconded by Aimie Panteluk. **PASSED**

## **10. Administrator's Report**

It was reported that transportation has gone very well and thanks were given to Diane and Denise. It was stated that many parents have been meeting students at the doors and this has alleviated congestion in the school. There was a reminder given to not cut through the staff parking lot to get the church lot due to safety reasons. There was discussion about having a path around the parking lot or having markers put up but due to drainage issues and the fact that the area is city property there are problems with these ideas. There was also a reminder that the church lot is for drop off and parking for special events only and is not meant for all day parking. There was a reminder about the Rielevate clothing drive, which will accept donations of infant, children and adult clothing until the end of September. It was reported that there are 24 new people at the school this year (staff and non-kindergarten students). There are 487 students this year and there is one open classroom left (the sensory room).

**11. Next Meeting:** Wednesday, October 5, 2016 at 7:00 pm (also Peak of the Market fundraiser pick-up date)

**12. Adjournment:** 7:52 pm.

## Appendix A – June 2016 Financial Report

### ECOLE ST. GERMAIN PARENT ADVISORY COUNCIL JUNE FINANCIAL STATEMENT

<b>ACCOUNT BALANCE AT JUNE 1, 2016</b>		<b>\$ 15,323.14</b>
<b>CREDITS</b>	Interest	\$0.82
	<b>TOTAL CREDITS</b>	<b>\$0.82</b>
<b>DEBITS</b>	#390 ESG	\$852.50
	Grade 5 Farewell (\$300.00)	
	French Cultural Event (\$262.50)	
	Supervisor Vests (\$150.00)	
	Student Leadership - Patrols (\$140.00)	
	#392 ESG - Student Leadership - Patrols	\$76.25
	#393 Nicole Hohner - Gift for Mark Zoldy	\$45.15
	#394 ESG - Student Leadership - Mini U	\$638.00
	#385 Mark Zoldy - Chess Club Wind Up	\$76.06
	<b>TOTAL DEBITS</b>	<b>\$1,687.96</b>
<b>ACCOUNT BALANCE AT JUNE 30, 2016</b>		<b>\$ 13,636.00</b>
<b>LESS FUTURE COMMITMENTS / MOTIONS</b>		
	Student Leadership (patrols, etc.)	-\$245.75
	Babysitting for PAC meetings	-\$170.00
	Staff Appreciation Week	-\$400.00
	PAC costs	-\$250.00
	Playground Enhancements	-\$6,000.00
	Greening Project	-\$500.00
	Friendship Bench Project	-\$200.00
	Fall BBQ	-\$2,500.00
	#391 Running Club Wind Up - Nicole Cloutier	-\$216.79
	<b>TOTAL FUTURE COMMITMENTS</b>	<b>-\$10,482.54</b>
<b>TOTAL FUNDS AVAILABLE</b>		<b>\$3,153.46</b>

#### MOTIONS / NOTES

FRENCH CULTURAL EVENT- Jacques Chenier \$262.50 - No Motion so is not reflected in future commitments

SUPERVISOR VESTS - \$150 - No Motion so is not reflected in future commitments

\*French Cultural Event \$262.50 & Supervisor Vests \$150.00 amounts reflected out of account balance\*

STAFF APPRECIATION - Will reset back to \$400 for 2016/2017 year

MOTION - Up to \$250.00 for Running Club Wind Up

MOTION- Up to \$300 for Grade 5 Farewell - Not listed in Future Commitments as motion was fulfilled

MOTION- Up to \$50 for a gift for Mark Zoldy - Not listed in Future Commitments as motion was fulfilled

MOTION - Up to \$500 for the Greening Project

MOTION - Up to \$200 for paint and supplies for Friendship Bench

MOTION - Up to \$2500.00 for Fall Welcome Back BBQ

MOTION- \$2000 towards Playground Enhancement Project

\*Already had \$4000 in Playground Enhancements\*

## Appendix B – July 2016 Financial Report

### ECOLE ST. GERMAIN PARENT ADVISORY COUNCIL JULY FINANCIAL STATEMENT

<b>ACCOUNT BALANCE AT JULY 1, 2016</b>		<b>\$ 13,636.00</b>
<b>CREDITS</b>	Interest	\$0.73
	<b>TOTAL CREDITS</b>	<b>\$0.73</b>
<b>DEBITS</b>		
	<b>TOTAL DEBITS</b>	<b>\$0.00</b>
<b>ACCOUNT BALANCE AT JULY 31, 2016</b>		<b>\$ 13,636.73</b>
<b>LESS FUTURE COMMITMENTS / MOTIONS</b>		
	Student Leadership (patrols, etc.)	-\$245.75
	Babysitting for PAC meetings	-\$170.00
	Staff Appreciation Week	-\$400.00
	PAC costs	-\$250.00
	Playground Enhancements	-\$6,000.00
	Greening Project	-\$500.00
	Friendship Bench Project	-\$200.00
	Fall BBQ	-\$2,500.00
#391	Running Club Wind Up - Nicole Cloutier	-\$216.79
	<b>TOTAL FUTURE COMMITMENTS</b>	<b>-\$10,482.54</b>
<b>TOTAL FUNDS AVAILABLE</b>		<b>\$3,154.19</b>
<b>MOTIONS / NOTES</b>		

## Appendix C – August 2016 Financial Report

### ECOLE ST. GERMAIN PARENT ADVISORY COUNCIL AUGUST FINANCIAL STATEMENT

<b>ACCOUNT BALANCE AT AUGUST 1, 2016</b>		<b>\$ 13,636.73</b>
<b>CREDITS</b>	Interest	\$0.73
	<b>TOTAL CREDITS</b>	<b>\$0.73</b>
<b>DEBITS</b>		
	<b>TOTAL DEBITS</b>	<b>\$0.00</b>
<b>ACCOUNT BALANCE AT AUGUST 31, 2016</b>		<b>\$ 13,637.46</b>
<b>LESS FUTURE COMMITMENTS / MOTIONS</b>		
	Student Leadership (patrols, etc.)	-\$245.75
	Babysitting for PAC meetings	-\$170.00
	Staff Appreciation Week	-\$400.00
	PAC costs	-\$250.00
	Playground Enhancements	-\$6,000.00
	Greening Project	-\$500.00
	Friendship Bench Project	-\$200.00
	Fall BBQ	-\$2,500.00
#391	Running Club Wind Up - Nicole Cloutier	-\$216.79
	<b>TOTAL FUTURE COMMITMENTS</b>	<b>-\$10,482.54</b>
<b>TOTAL FUNDS AVAILABLE</b>		<b>\$3,154.92</b>
<b>MOTIONS / NOTES</b>		