

École St. Germain Parent Advisory Council Meeting
Wednesday, June 6, 2018 – 7:00 pm, ESG Library
Meeting Minutes

Attending: Mme Amy Haworth, Mr. Dave Charney, Jamie Care, Meghan Care, Charlene Allard, Nicole Hohner, Krista Kutcher-Poole, April Peterson, Sara Dickson, Apryl Nadeau, Trevor Nadeau, Audra Peters, Susanne Dandenault and Sharon Coughlan

Regrets: Kim Dunford, Diane L'arrive

Absent, Stephanie Clement, Jodi Dick, Dana Forsyth, Alanna Brown, Crystal Meisner, Marcia Neufeld, Kevin Raitt, Mandy Safronetz, Kim Sawers, Adam Woollard and Lindsay Wollard, Matthew Wiebe and Darya Prokapalo.

Guest: Mme Paulette Sabourin

1. **Call to Order:** 7:03 pm
2. **Approval of June 2018 Agenda:** motioned by April Peterson, seconded by Trevor Nadeau **PASSED**
3. **Approval of May 2018 Minutes:** motioned by Audra Peters, seconded by Apryl Nadeau. **PASSED**
4. **Welcome all members and guests.**
5. **Correspondence:** Merci/Thank-you card from the staff for Staff Appreciation Week.
6. **Acknowledgment of departing members:** M. Charney and Audra Peters
7. **Treasurer's Report-** May 2018 Financial Statement – See Appendix A
8. **Unfinished Business:**
 - a. **ESG Mission and Vision:** Tabled until September
 - b. **Staff Appreciation update:** Everyone was happy being spoiled. Ideas for next year were discussed.
 - c. **Annual Financial Review:** Review completed.
 - d. **St. Timothy's parking honorarium - Move to approve \$150.00.** Motioned by Meghan Care, seconded by Sharon Coughlan **PASSED**
 - e. **Fundraisers for 2018-2019:**
 - i. Peak of the Market – delivery date October 4, 2018
 - ii. Sobeys/Co-Op Card orders will be in November 2018
 - iii. QSP/Lacoste. Discussion regarding continuing with QSP and using Lacoste for new fundraiser. Decided to proceed with Lacoste, not QSP. April/May 2019
 - iv. Show & Save will continue. March/April 2019
 - f. **Green Project update:** Susanne placed the order for three round planters. Will be in place by end of June.
 - g. **Mount St. Germain:** Still waiting for rest of payment.

9. **Committees/Events Recap:**

- a. Fall BBQ: September 27th 2018
 - i. Food/Drink - Nicole Hohner
 - ii. Prizes - Susanne Dandenault
 - iii. Games - Apryl and Trevor Nadeau
 - iv. Volunteer Table - Meghan and Jamie Care
- b. PAC Open House is Wednesday October 3rd 2018
- c. Peak of the Market is Thursday October 4th 2018
- d. Book Fair will be the week of December 3rd 2018
- e. Movie night will be March 14, 2019
- f. Staff Appreciation – TBA

10. **New Business:**

- a. C JS Scholarship-Jamie Care presenting.
- b. **Move to approve \$250 for Running Club for their windup.** Motioned by Nicole Hohner, seconded by Jamie Care PASSED
- c. ESG PAC Brochure - to be handed out.
- d. Playground Enhancement Project Funds - tabled
- e. Annual Report of PAC - presented by Susanne
- f. **Move to Approve budget for BBQ (\$2,500)** motioned by Jamie Care, seconded by Sharon Coughlan. PASSED
- g. **Move to approve Fiscal Year-May 1, 2018-April 30, 2019.** Motioned by Krista Kutcher-Poole, seconded by Audra Peters PASSED
- h. **Move to have a petty cash fund of Maximum \$50.00 controlled by Treasurer during the school year.** Motioned by Audra Peters, seconded by Meghan Care. PASSED
- i. **Move to have Child Care/Babysitting Fee at \$10.00 per hour per babysitter.** Motioned by Audra Peters, seconded by April Peterson. PASSED

11. **Elections**

- a. Chair (2-year term) - Susanne Dandenault
- b. Treasurer (1-year term) - Nicole Hohner
- c. Co-secretaries (1-year term) - Apryl Nadeau, 1 spot vacant

12. **Administrators Report:** See Appendix B

13. **Next Meeting:** September 12th, 2018 7:00 pm

14. **Adjournment:** 7:59 pm

APPENDIX A

ECOLE ST. GERMAIN PARENT ADVISORY COUNCIL MAY FINANCIAL STATEMENT

ACCOUNT BALANCE AT MAY 1, 2018 **\$ 10,144.51**

CREDITS			
	Interest		\$0.41
	Deposit (Show & Save Fundraiser)		\$40.00
	Deposit (Show & Save - NSF cheque)		\$80.00
TOTAL CREDITS			\$120.41
DEBITS			
#466	Daniel Goertzen (games & wind-up)		\$329.60
#467	Susanne Dandenault (2018 BBQ prizes)		\$41.00
#468	Nicole Hohner (May Babysitting)		\$10.00
#469	Krista Kutcher-Poole (Staff Appreciation)		\$351.14
#470	Nicole Hohner (PAC costs - admin supplies)		\$17.70
TOTAL DEBITS			\$749.44

ACCOUNT BALANCE AT MAY 31, 2018 **\$ 9,515.48**

LESS FUTURE COMMITMENTS / MOTIONS			
	2018-2019 Student Leadership (patrols, etc)		-\$1,500.00
	Babysitting for PAC meetings		-\$190.00
	2019 Staff Appreciation Week		-\$400.00
	PAC costs		-\$232.30
	ESG Scholarship (Convocation 2019)		-\$500.00
	2017-2018 Student Leadership (patrols, etc.)		-\$281.75
	2018 Staff Appreciation Week		-\$248.86
	Ipads		-\$1,500.00
	National Indigenous Day Entertainment		-\$500.00
	Grade 5 Farewell		-\$300.00
	Greening Project		-\$3,000.00
#463	Trevor Nadeau (April Babysitting)		-\$10.00
#471	College Jeanne-Sauve (Scholarship 2018)		-\$500.00
TOTAL FUTURE COMMITMENTS			-\$9,162.91

TOTAL FUNDS AVAILABLE **\$352.57**

MOTIONS / NOTES

Note - Total cost of berm = \$11,707.50 - waiting for grant payment of 50% of total
 Motion - up to \$1,500 for ipads
 Motion - up to \$500 for entertainment for National Indigenous Day
 Motion - up to \$250 for games for game club (motion fulfilled)
 Motion - up to \$100 for game club wind-up (motion fulfilled)
 Motion - up to \$200 for teacher gifts for staff appreciation (motion fulfilled)
 Motion - up to \$300 for Grade 5 Farewell
 Motion - up to \$3,000 for greening project for front of school

APPENDIX B

ADMINISTRATOR'S REPORT

1. Parent for grade 5 Farewell address
2. June is busy:
 - a. CJS Cap and Gown Tour: June 11th
 - b. Bike Rodeo: June 12th
 - c. Volunteer Tea: June 13th
 - d. Transition prep.: on-going
 - e. Fusion EGM: June 15th
 - f. Indigenous Day: June 21st
 - g. Farewell: June 28th
 - h. Final Assembly: June 27th
 - i. Mini U for Leadership: June 25th
 - j. Bump up Day: June 29th