

**ÉCOLE ST. GERMAIN PARENT ADVISORY COUNCIL  
MEETING MINUTES**

Wednesday, May 1, 2019 7:00 p.m., ESG Library

Attendance: Charlene Allard, Meghan Care, Sara Dickson, Kim Dunford, Nicole Hacault, Lisa Hettrick, Nicole Hohner, Krista Kitcher-Poole, Trevor Nadeau, April Peterson, Susanne Dandenault, Amy Haworth, Paulette Sabourin

Regrets: Diane L'arrivee, Dana Forsyth, Apryl Nadeau, Kevin Raitt

Absent: Alanna Brown, Jamie Care, Stephanie Clement, Crystal Meisner, Marcia Neufeld, Cathy Robert-Swain, Mandy Safronetz, Kim Sawers, Joni Tesoro, Eva Trachtenberg, Matthew Wiebe, Adam Woollard, Lindsay Woollard

1. Call to Order 7:03
2. Approval of May 2019 Agenda – Motioned by Kim Dunford, Seconded Krista Kutcher-Poole  
PASSED
3. Approval of April 2019 Minutes – Motioned by Lisa Hettrick, Seconded Megan Care, PASSED
4. Welcome all members and guests (no guests)
5. Correspondence – none
6. Treasurer's April month-end report, please see attached Schedule "A"
  - Show and save fundraiser complete
  - Running Club is not attending Run in the Park, this will come off the statement
  - Motion to reset values for new fiscal year – Motioned by Sarah Dickson seconded Charlene Allard, PASSED
7. Unfinished Business – quick updates
  - a. Review of K-12 Public Education System – Amy and Ron are writing a paper regarding the programs and the vision for Manitoba. Susanne has 10 questions due back by May 9<sup>th</sup>.
  - b. PAC Appreciation Dinner – Susanne and Apryl went, good to network and learn with others.
  - c. Final spend of PAC funds – Outdoor electronic sign? Projector? Fixing berm? Stage?
  - d. Running Club bus request has been cancelled.
  - e. MAPC Annual Meeting – no one attending
  - f. CJS Lobbying efforts – no new info
  - g. Goals 2018-2019 – possibly getting a stage that is lighter, looking into prices. Kids going to Mini U will surpass the leadership budget from last year. Possibly increase the leadership budget overall. An extra \$650 total needed.
8. Committees/Events
  - a. Show & Save – People unhappy that books expire Sept 30<sup>th</sup>, transition year will be difficult. Sales not as good as last year, down \$800.
  - b. Staff Appreciation – great response on donations, well received and staff enjoyed. Better planning next year in terms of other events happening at the same time.
  - c. Lacoste Fundraiser – Went well in short time frame, approx. \$1500 raised. Flowers delivered May 7<sup>th</sup>. Trevor, Kim, Nicole and Susanne to help with delivery and handing out.

- d. Volunteer Committee – no updates
- e. Fall BBQ – Thursday, September 26,
  - Lead volunteers:
    - Food / Drink – Team Nadeau
    - Cake Walk – N. Hacault
    - Entertainment – Susanne / N. Hohner
  - Shift time to later?

9. New Business

- a. St. Timothy's Honorarium – Lisa to drop off, student to make card. Motion to give \$150 gift card for use of paring lot. Kim Dunford and seconded by Megan Care. PASSED
- b. Annual Review 2018-2019 – May 13<sup>th</sup> Amy or Paulette, Nicole Hohner, Charlene Allard, Apryl Nadeau
- c. CJS Bursary presentation – Megan will ask Jamie - at Dakota Field House June 26<sup>th</sup>, 3pm
- d. 2019 – 2020 PAC to be voted in next meeting.
  - i. Vice Chair (2 year term) – Trevor willing to continue
  - ii. Treasurer (1 year term) – Nicole willing to continue
  - iii. Co-secretaries (1 year term) – Nicole Hacault willing to continue

10. Administrator's Report – see attached.

- Staff Appreciation Week great
- Seniors Day well received, changing date to the fall instead of spring
- Volunteer Tea - May 29<sup>th</sup>
- TTFM survey - May 3
- Concerts well attended – feedback regarding live feed - appreciated.
- May 7<sup>th</sup> - 2 students presenting at board regarding climate strike to discuss division wide efforts
- Staffing – finished hiring all but 1 position. (.5 Phys Ed. left to hire)

11. Next Meeting – Wednesday: June 5 @ 7:00 p.m., drinks to follow at Smittys

12. Adjourned 8:22

**ECOLE ST. GERMAIN PARENT ADVISORY COUNCIL  
APRIL FINANCIAL STATEMENT**

ACCOUNT BALANCE AT APRIL 1, 2019

**\$ 11,904.16**

<b>CREDITS</b>			
	Deposit (In lieu of Fundraising)	\$30.00	
	Deposit (Show & Save Fundraiser)*	\$5,902.50	
	Interest	\$0.63	
	<b>TOTAL CREDITS</b>		<b>\$5,933.13</b>
<b>DEBITS</b>			
	#499 April Peterson - Popcorn for Movie Night	\$100.00	
	#500 Jamie Care - Movie for Movie Night	\$56.41	
	#502 Paquin Entertainment (Fall BBQ - entertainment deposit)	\$750.00	
	Service Fee - bank draft	\$6.50	
	#503 Show & Save (fundraiser)	\$3,451.00	
	#504 Nicole Hohner (stamps/babysitting)	\$20.60	
	NSF cheque ( \$350 + \$5 service charge)	\$355.00	
	#501 ESG - J. Chenier (entertainment)	\$367.50	
	#505 Nicole Hohner (staff appreciation lunch)	\$41.88	
	<b>TOTAL DEBITS</b>		<b>\$5,148.89</b>

ACCOUNT BALANCE AT APRIL 30, 2019

**\$12,688.40****LESS FUTURE COMMITMENTS / MOTIONS**

Student Leadership (patrols, mini u, etc)	-\$356.25	
Babysitting for PAC meetings	-\$65.00	
Staff Appreciation Week	-\$358.12	
PAC costs	-\$139.18	
ESG Scholarship (Convocation 2019)	-\$500.00	
Recess equipment	-\$395.62	
Lunch a Munch program	-\$400.00	
Game Club - wind-up and games	-\$200.00	
Plants for Planters	-\$500.00	
Fall 2019 BBQ - Entertainer	-\$825.00	
<b>TOTAL FUTURE COMMITMENTS</b>		<b>-\$3,739.17</b>

**TOTAL FUNDS AVAILABLE****\$8,949.23****MOTIONS / NOTES**

\*Show and Save Deposit \$5,950 less petty cash replenish of \$47.50

Motion - up to \$500 for recess equipment

Motion - up to \$350 for entertainer (motion fulfilled)

Motion - up to \$400 for "Lunch a Munch" program

Motion - up to \$200 for Game Club (\$100 for wind-up and \$100 for game replenishment)

Motion - up to \$500 for plants for planters in front of school

Motion - up \$1,500 for entertainer for Fall 2019 BBQ (\$750 deposit paid)

Motion - up to \$260 for buses for "Run in the Park" for Running Club (request cancelled)

### SHOW AND SAVE FUNDRAISER

Year	books sold	profit/book	Total Profit
2015-2016	212	\$9	\$1,908
2016-2017	249	\$9	\$2,241
2017-2018	332	\$10	\$3,320
2018-2019*	238	\$10.50	\$2,499

\*book price increases from \$20 to \$25

### ESG PAC FUNDRAISING COMPARISON

	2018-2019	2017-2018	2016-2017	2015-2016
Donations	\$478.00	\$370.00	\$930.00	\$710.00
Peak of the Market	\$3,505.00	\$3,749.00	\$4,463.00	\$3,550.00
QSP*	\$27.84	\$1,217.17	\$1,500.00	\$1,594.00
Gift Cards	\$2,525.50	\$1,759.75	\$2,522.50	\$2,121.25
Show and Save	\$2,499.00	\$3,320.00	\$2,240.00	\$1,908.00
Movie Night	n/a	n/a	n/a	\$645.00
Lacoste	\$1,763.50	n/a	n/a	n/a
<b>Total</b>	<b>\$10,798.84</b>	<b>\$10,415.92</b>	<b>\$11,655.50</b>	<b>\$10,528.25</b>
BBQ	\$729.00	\$824.00	\$3,185.00	\$2,549.00
<b>Total with BBQ</b>	<b>\$11,527.84</b>	<b>\$11,239.92</b>	<b>\$14,840.50</b>	<b>\$13,077.25</b>

\*QSP not done in 2018-2019

### MOTION TO RESET VALUES FOR MAY 1<sup>ST</sup>

\$2,000 - Student Leadership

\$200 - Babysitting for PAC Meetings

\$400 - Staff Appreciation

\$250 - PAC Costs

\$500 - ESG Scholarship (Convocation 2019)