

**ÉCOLE ST. GERMAIN PARENT ADVISORY COUNCIL**  
**Wednesday, November 6, 2019, ESG Library**  
**7:00 p.m. Meeting**

Attendance: Charlene Allard, Jamie Care, Meghan Care, Sharon Coughlan, Susanne Dandenault, Sara Dickson, Nicole Hohner, Krista Kutcher-Poole, Diane L'arrivee, April Peterson, Darya Prokapalo, Kevin Raitt, Ed Lazarko, Kimberly Sawatsky, Nicole Hacault, Lisa Hettrick, Aimee Bowcott

Regrets: Kim Dunford, Apryl Nadeau, Trevor Nadeau,

Absent: Alanna Brown, Stephanie Clement, Dana Forsyth, Crystal Meisner, Cathy Robert-Swain, Kim Sawers, Joni Tesoro, Eva Trachtenberg, Matthew Wiebe, Adam Wollard, Lindsay Wollard

1. Call to Order – 7:02
2. Approval of November 2019 Agenda - *Jamie Care moved to approve, 2<sup>nd</sup> by Meghan Care, **PASSED***
3. Approval of October 2019 Minutes - *Krista Kutcher-Poole moved to accept, 2<sup>nd</sup> by Nicole Hohner, **PASSED***
4. Welcome all members and guests
5. Correspondence
  - a. Dec 2<sup>nd</sup> nomination for outstanding teacher awards
  - b. Block Parent Program, there is one in our community.
  - c. Purdy's chocolate sent product for fundraising, not ready for another fundraiser.
6. Treasurers Report – October Financial Statement

See Attached Schedule "A"
7. Unfinished Business
  - a. ESG PAC Brochure (Jamie) – Opportunity to review communication strategies with families. Talk and show what PAC does, transparency. Document to be provided for next meeting with an audit of what PAC currently uses vs future strategies.
  - b. Hot Lunch / Munch a Lunch update – moving ahead with hot lunch. Change to have it handled by credit card as much as possible with option for cash/cheque if necessary. Orders due by November 12<sup>th</sup> for the first one on the 19<sup>th</sup>.
  - c. CJS Update (April / Sharon) - none
  - d. Mount St. Germain - tabled till April
8. Committees/Events
  - a. Peak of the Market – Sales went well, POM forgot to load our order on the truck therefore late delivery. Lots of help from people as they were coming to pick up veggies. Sales \$500 more than last year.
  - b. Sobeys/Co-op Cards – Went out this week, due November 20th (April / Krista)
  - c. Book Fair – week of November 25th , Product delivered on the 20<sup>th</sup>. Meet after PAC to discuss. Theme is Arctic Adventure. Longer shifts making it easier w/needling less

volunteers.

d. Show & Save – March / April (Charlene / Sara)

e. Movie Night – March 12<sup>th</sup>

f. Staff Appreciation – Week of March 23<sup>rd</sup>

g. Lacoste – for May long (Susanne)

9. New Business

a. Goals 2019-2020 – Next meeting

b. Succession Planning – Leadership roles for future years.

c. Card for Joel Marquis, “All the best”, April to purchase to give from PAC

10. Administrators Report

a. Administration has decided to bring in a Francophone artist to come work with the Grade 5s instead of attending FdV. Cost \$1400 for artist plus all supplies.

*Motion to contribute up to \$1400 for Grade 5 program*

*Motion made by Lisa Hettrick, 2<sup>nd</sup> by Darya Prokapalo **PASSED***

B. FdV – will still have pancake breakfast and other FdV activities

C. School division report to community up on website, our contribution: Active environment club. Literacy and program results in K and Gr1. Social and emotional learning.

D. Joel retiring, no notice for public yet but will be in the coming weeks. Interviews begin tomorrow to fill position.

E. Toques for patrols needing to be ordered.

*Motion to provide funds up to \$500 for toques.*

*Motion made by Sharon Coughlan, 2<sup>nd</sup> by Sara Dickson. **PASSED***

11. Next Meetings – Wednesdays: December 4 / January 8 / February 5

12. Adjourn 7:50

**SCHEDULE "A"**

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

**ACCOUNT BALANCE AT OCTOBER 1, 2019** **\$ 12,220.89**

<b>CREDITS</b>	Interest	\$0.91
	Deposit	\$7,802.00
	Peak of the Market (\$7,712)	
	In lieu of Fundraising (\$90)	
	Deposit - Peak of the Market	\$318.00
	Deposit	\$92.00
	BBQ (\$6 -\$4 petty cash replenish = \$2)	
	In lieu of Fundraising (\$90)	
	<b>TOTAL CREDITS</b>	<b>\$8,212.91</b>

<b>DEBITS</b>	#521 MunchaLunch	\$268.80
	#526 Trevor Nadeau (4 microwaves)	\$204.96
	#527 Meghan Care (PAC open house)	\$34.48
	#528 Trevor Nadeau (food for BBQ)	\$570.97
	#529 Susanne Dandenault (BBQ expenses)	\$362.06
	#530 Susanne Dandenault (POM)	\$4,036.00
	<b>TOTAL DEBITS</b>	<b>\$5,477.27</b>

**ACCOUNT BALANCE AT OCTOBER 31, 2019** **\$14,956.53**

<b>LESS FUTURE COMMITMENTS / MOTIONS</b>		
	Student Leadership (patrols, mini u, etc)	-\$1,191.95
	Babysitting for PAC meetings	-\$125.00
	Staff Appreciation Week	-\$400.00
	PAC costs	-\$193.52
	ESG Scholarship (Convocation 2020)	-\$500.00
	Playground Hill Repair	-\$500.00
	Playground Enhancement Project	-\$3,000.00
	Playground Radios	-\$225.00
	<b>TOTAL FUTURE COMMITMENTS</b>	<b>-\$6,135.47</b>

**TOTAL FUNDS AVAILABLE** **\$8,821.06**

**MOTIONS / NOTES**

Motion - up to \$500 for hill repair  
 Motion - up to \$225 for playground radios

to date In lieu of Fundraising = \$360  
 Peak of the Market profit = \$4,024 (\$3,505 in 2018, \$3,749 in 2017, \$4,463 in 2016)