

Sir Wilfrid Laurier Elementary School

Minutes of Parent Advisory Council Meeting

Date: Tuesday, January 17, 2017
Venue: School Library
Present: Risha Golby, Principal
Ann Mukai (Acting Chair), Lisa Juan (Secretary), Clement Law (Treasurer), Janet Fraser,
Anita Chui, Karen Lidhar, Joey Wesley, Nadine Wesley, Karen Lam, Aly Woodward
Guest: Carla Budd, Earthbites

Call to order: Meeting was called to order at 6:35 pm.

Approval of Minutes and Meeting Agenda:

MOVED by Anita Chui and SECONDED by Karen Lidhar. Minutes and agenda adopted.

Principal's Report by Risha Golby:

- S.O.A.R
 - Another 1000 tickets challenge –SOAR with success in the hallway.
 - Continue three inquiry projects: 1. Social emotional – POS (positive)
 - 2. On inquiry – how to do inquiry project
 - 3. Communication – Student learning and recording
- Assessment (report card)
 - Currently three teachers and Risha are looking at best practice in reporting and communicating student learning through inquiry. Visiting other schools/districts to view new practices in reporting that may do a better job communicating learning in the New Curriculum.
 - They will be looking for Feedback from parents regarding to new assessment practices
- Rainy day/ Inside Day – A draft of extreme weather policy has been circulated. Need feedback. Students will stay indoors and under cover area during extreme weather day. In the interest of fairness, each grade level will rotate through each area each month.

Earthbites presentation by Carla Budd:

- New Earthbites curriculum
 - Self inquiry base learning
 - Hand-on activities
 - Reading recipes
 - Preparation safety
 - Try to toe recipe with teachers' teaching subjects
- Pocket market
 - Organized by students selling snacks and veggies grown from school garden.
- Garden Extension
 - Six more garden beds.
 - Chefs from cooperated restaurant are willing to purchase extra veggies grown from school garden. Students can use this opportunity to learn selling procedure ex. preparing invoice.....etc.

- Extra veggies can be sold at pocket market.
- PAC volunteer can help put recipes on-line.
- Earthbites fee includes summer gardening (one gardener) with 6 extra garden beds.
- Parent volunteers are welcome. Janet Fraser suggested to ask specific tasks on parent volunteer sign-up sheets.

Treasurer's Report by Clement Law:

Budge & Monthly Financial Report for 2016-17

	Budget	Actual as of PAC meeting	Budget	Actuals as PAC meeting	Remarks
Income	2015-16	2015-16	2016-2017	2016-17	
PAC Account carried forward	\$3,590.25	\$4,242.57	\$9,563.03	\$9,459.49	Bank Bal:\$9,563.03-Issued Chqs:\$439.54 +Munch-a-Lunch: \$336
PAC Gaming Account carried forward	\$2,147.23	\$2,147.23	\$262.28	\$262.28	
PAC Fundraising Account carried forward	\$111.63	\$111.63	\$112.84	\$112.84	
Float carried forward	\$0.00	\$0.00	\$20.00	\$20.00	
Direct Appeal	\$10,000.00	\$4,850.00	\$5,000.00	\$6,940.00	Fund 50% Earthbites
Hot Lunch Net Revenue	\$10,000.00	\$8533.61	\$15,900.00	\$32,212.64	Est.\$5,300 per term T1:Paypal fee \$704.43 (2.9%+\$0 Per tx) T1 Net Revenue: \$5,766.57 T2 Gross Rev Rec'd \$26,446.07
Gaming (\$20/student)	\$6,000.00	\$6,684.00	\$5,800.00	\$5,800.00	
Bank Interest		\$191.08	\$190.00	\$106.25	
Fundraising (RBC, Purdy's, others)	\$4,000.00	\$5,025.52	\$1,000.00	\$605.90	Est. based on the Purdy's only (RBC is a bonus)
PST Refund	\$4,494.29	\$4,614.39	\$0.00	\$0.00	
Laurier Annex PAC <<NEW>>			\$0.00	\$637.70	Earmarked for Movie License
Total	\$40,343.40	\$36,400.03	\$37,848.15	\$56,157.10	Mtg Oct.11- All Income items passed vote
Expenditures					
PAC Admin: Babysitting for PAC mtg (\$20/ea)	\$140.00	\$120.00	\$140.00	\$60.00	
PAC Admin: DPAC Membership	\$75.00	\$0.00	\$75.00	\$0.00	
PAC Admin: Munch A Lunch Service Fee	\$350.00	\$336.00	\$336.00	\$336.00	
PAC Admin: Office Supplies	\$100.00	\$60.77	\$100.00	\$154.74	
PAC Admin: Float (for Hot Lunch Sales)	\$20.00	\$20.00	\$20.00	\$20.00	
Parent Directory (Munch-A-Lunch)	\$100.00	\$112.00	\$112.00	\$112.00	

Churchill Scholarship (2 students x \$200ea)	\$400.00	\$400.00	\$400.00	\$0.00	
Classroom Funding (\$300/staff)	\$5,130.00	\$5,130.00	\$5,070.00	\$5070.00	
Extracurricular Activities (Earthbites)	\$7,000.00	\$7,000.00	\$10,000.00	\$10,000.00	
Author Visits	\$500.00	\$700.00	\$1,000.00	\$1000.00	50% from Gaming
Teacher/School Requests	\$2,000.00	\$300.00	\$2,000.00	\$0.00	Combine with New Cap Purchase?
Staff Appreciation	\$500.00	\$545.48	\$750.00	\$0.00	
Grade 7 Grad Class Celebration (Max. \$20 per Gr7 student)	\$760.00	\$698.72	\$1040.00	\$0.00	(100% Gaming money) 52 Gr.7 students
Family & Community Events (e.g. Games Night, Sports Day, Moring Tea, etc.)	\$350.00	\$327.30	\$350.00	\$462.94	
Family & Community Events: Annual Movie License <<NEW>>			\$400.00	\$399.00	
Parent & Student Outreach: SOLOS Saleema Noon, Social Emotional learning, etc.	\$900.00	\$892.50	\$1,253.00	\$0.00	Calc: (0.5*750 + 0.85*875) *1.12 with 15% discount
New Capital Purchase (2015-16: iPad cart)	\$10,000.00	\$10,000.00	\$5,000.00	\$0.00	Combine with teacher/school requests?
Technology Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	
Expenditure Sub-Total	\$29,325.00	\$26,642.77	\$29,046.00	\$17,614.68	
Net (Incoming-Expenditure)	\$11,018.40	\$9,757.26	\$8,802.15	\$38,542.42	Mtg Oct.11 – All Expense items passed vote

Account Balances as of Oct 31, 2016	PAC Accounting	BMO Balance	Difference	Reasons for diff. btwn our PAC Acc't and BMO Acc't balances	
General (-431)	\$37,350.73	\$42,955.57	\$5,604.84	1) Cheques issued but not cashed (+ this from PAC Accounting)	\$17,547.84
Gaming (-423)	\$1,078.43	\$6,078.43	\$,000.00	2) Funds in process of tx(not yet deposited) [-this from PAC Accounting]	\$6,943.00
Fundraising (-415)	\$113.26	\$113.26	\$0.00		
Total:	\$38,542.42	\$49,147.26	\$10,604.84		\$10,604.84

- Staff wish list – Enhancement of technology
 - Staff tech committee to decide what to purchase – buy more ipads or ipad keyboard cases.
- \$7,000 (\$5,000 technology + \$2,000 teacher requests) can be spent. Maybe make tech purchase at 3rd term.

Hot Lunch Update by Anita Chui/Karen Lidhar

- All payments have been received.

- C'est Mon Café is well received by students and staffs, and with less waste. Shall consider use them for more days. C'est Mom Café is VSB approved, but is more pricy than Subway & Applause. Contact C'est Mom Café for doing more days and menu options.
- Provide different price point options from other vendors. For example -Subway or Sushi. Not just one vendor for 5 days.

Parent Sessions/SOLOS

- Parent session is scheduled on Thursday Feb 2nd 2017, at 7:00 pm in Churchill secondary school.
- Student session for grade 4-7 (large assembly) is scheduled on Feb 20th 2017 at 9:30 am.
- A notice will be sent out.
- Parents are welcome to come to student session.

Fundraising

Past Events (Recap & Thank-you)

- Direct Appeal – Raised \$7,040. Thank you to all parents for your contributions.
- Purdy's Sale was very successful. We raised \$879.
- Movie Night was a big success. We raised \$500.

Upcoming Events

- Next Movie Night
 - Wednesday, March 1st, 2017
 - Will order more pizza
- School T-shirt
 - 2 suppliers have been contacted. Hope can have pricing and design done by Feb.
 - Available in 3 colours – blue, yellow, black.
 - Can do pre-order.
 - Order quantity will be 400. \$4 per T-shirt can be re-sale for \$ 8-10.

Other Business

- DPAC Rep – We don't have a DPAC Rep. If anyone would like to represent our PAC, please let us know. Meeting will be every second Thursday of each month.
- After School String Program
 - Won't be school run program.
 - PAC to hire instructor. PAC still sourcing for instructor and price.
 - Location: Stage
 - Aim for starting in September.
- Trees located on Heather street (behind tennis court) need to be trimmed. The trees are on VSB property.

Adjournment:

Meeting adjournment at 8:10 pm.

MOVED by Clement Law and SECONDED by Lisa Juan

Next meeting will be on Tuesday February 07, 2017 at 6:30 pm