

Sir Wilfrid Laurier Elementary School

Minutes of Parent Advisory Council Meeting

Date: Tuesday, June 7, 2016
Venue: School Library
Present: Risha Golby, Principal
Lisa Juan (Secretary), Clement Law (Treasurer), Sherry Ng, Anita Chui, Karen Lidhar, Aly Woodward

Call to order: Meeting was called to order at 7:15 pm.

Approval of Minutes and Meeting Agenda:

MOVED by Anita Chui and SECONDED by Clement Law. Minutes and agenda adopted.

Principal's Report by Risha Golby:

- Annex closure
 - Formal closure procedural will be proceeding. All annex students will be accepted to main school.
 - Transition activities are under going such as Body Classes, inviting main school/Annex students to Annex /main school activities.
 - Annex resources will stay with its students. Some resources will be moved to main school.
 - Further decision will be made regarding to annex playground whether to relocate or stay with in the community.

- Social Emotional Learning
 - Reveal of S.O.A.R meaning – Supportive, Open minded, Awesome, Respectful.
 - Laurier Mascot for social emotional will be Eagle.
 - Annex PAC is offering to purchase T-shirts with new logo for the sports team.
 - A graphic designer is working on the graphic.
 - New school T-Shirt for next year. Sourcing for suppliers.

- Garden update
 - Annex PAC has provided a \$10,000 cheque contributed by Cambie corridor development for Annex playground to main school. School decides to use it toward our garden expansion. More garden beds needed for providing to all divisions
 - School is asking PAC to support and funding for Earth Bite program for one more year. Looking for new garden support program after that.
 - Outdoor classroom (a landscape seating layout) will be built in August, and be ready fro September.

- String Program
 - VSB has decided to cut the string program cross border. No more string program in the upcoming school year.
 - Options for after school musical programs can be explored and discussed.

**Treasurer's Report by Sherry Ng/ Clement Law:
 Budge & Monthly Financial Report for 2015-16**

	Actual	Budget	Actuals as of	Remarks
	2014-15	2015-16	June. 07, 2016	
Income			2015-16	
PAC Account carried forward	\$2,703.09	\$3,590.25	\$4,242.57	Actual adj to reflect amount on statement
Gaming Account carried forward	\$11.28	\$2,147.23	\$2,147.23	
Fundraising Account carried forward	\$8.58	\$111.63	\$111.63	
Direct Appeal	\$0.00	\$10,000.00	\$4,850.00	
Hot Lunch Net Revenue	\$12,894.27	\$10,000.00	\$9,972.39	Note:Tx\$7,456.99 from PayPal to BMO In May
Gaming (\$20/student)	\$5,460.00	\$6,000.00	\$6,684.00	
Interest	\$173.59	\$0.00	\$157.03	
Fundraising	\$7,287.47	\$4,000.00	\$5,025.52	
PST Refund	\$0.00	\$4,494.29	\$4,614.39	
Total	\$28,538.28	\$40,343.40	\$37,804.76	
Expenditures				
PAC Admin: Babysitting	\$120.00	\$140.00	\$100.00	
PAC Admin: DPAC Membership	\$0.00	\$75.00	\$0.00	
PAC Admin: Munch A Lunch Service Fee	\$672.00	\$350.00	\$0.00	
PAC Admin: Office Supplies	\$0.00	\$100.00	\$60.77	
Parent Directory	\$0.00	\$100.00	\$112.00	
Family/Community Events, Games Night	\$350.93	\$350.00	\$178.51	Includes Sports Day expenditures
Staff Appreciation	\$393.60	\$500.00	\$464.22	
Churchill Scholarship	\$400.00	\$400.00	\$400.00	
Classroom Funding (\$300/staff)	\$4,845.00	\$5,130.00	\$5,130.00	PAC approved increase
Extracurricular Activities (Earthbite)	\$2,600.00	\$7,000.00	\$7,000.00	PAC approved increase (using gaming money)
Parent Outreach (Saleema Noon), Social Emotional learning**	\$933.86	\$900.00	\$892.50	
Technology Maintenance	\$500.00	\$1,000.00	\$0.00	
Teacher/School Requests	\$1,215.88	\$2,000.00	\$0.00	\$200 decr to fund extra \$200 incr in Author visits
Author Visits	\$662.50	\$500.00	\$700.00	
Playground Loan Repayment (Churchill School)	\$5,000.00	--	\$0.00	
Playground Maintenance	\$0.00	--	\$0.00	
New Tech Purchase	\$0.00	\$10,000.00	\$5,000.00	PAC approved budget(issued chq \$5000 on Feb 29)
Grade 7 Grad Class Celebration Contribution				***Proposed New Item
Total	\$17,693.77	\$28,545.00	\$20,038.00	
Net	\$10,844.51	\$11,798.40	\$17,766.76	

Account Balances as of May 31, 2016	PAC Accounting	BMO Blance	Difference	Notes:diff. btwn our PAC Acc't and BMO statement balances	
General (-431)	\$17,284.15	\$19,555.64	\$-2,271.49	1) Last year's debit of \$182.40 & \$76.25 shows up on this year's statement(+ this to BMO Balance) :	\$258.65
Gaming (-423)	\$959.22	\$959.22	\$0.00	2) Cheques issued but not cashed: (-this from BMO Balance)	\$2,530.14
Fundraising (-415)	\$112.53	\$112.53	\$0.00		
Total:	\$18,355.90	\$20,627.39	-\$2,271.49		-\$2,271.49

Motion to Approval expense of \$300 for Bike to School Week Prize.

MOVED by Clement Law and SECOND by Lisa Juan. All Parent attendees in favour.

Motion to Approval expense of \$130 for Gift to Mr. Lam.

MOVED by Anita Chui and SECOND by Karen Lidhar

- Grade 7 Graduation Class Celebration Contribution – suggestion is \$20 per student. Contribution can come out from gaming grant.

Motion to Approval Grade 7 Graduation Class Contribution of \$20 per student.

MOVED by Anita Chui and SECOND by All parent attendees.

Election of PAC Executives 2016-2017

- Postpone to next PAC meeting in September 2016.

Hot Lunch Update by Anita Chui

- Will be offering hot lunch 5 days a week in 2016-2017 school year. Will try at first term and review the turn out.
- New 5-day hot lunch program will involve new vendors. Sushi and pizza will remain on Wednesday and Friday.
- More volunteers will be needed for 5 day hot lunch. Will include grade 6,7 students to help out at hot lunch as well.
- All vendors that we are sourcing don't have minimum order.
- Book new vendors in advance and work on detail later.

Motion to Approval Switching Hot Lunch to 5 Days of a week.

MOVED by Anita Chui and SECOND by all parent attendees.

Other Business

- Future PAC date for new school year – September 13 at 6:30 pm

Adjournment:

Meeting adjournment at 7:50 pm.

MOVED by Clement Law and SECONDED by Lisa Juan