

Sir Wilfrid Laurier Elementary School

Minutes of Parent Advisory Council Meeting

Date: Tuesday, November 08, 2016

Venue: School Library

Present: Risha Golby, Principal

Ann Mukai (Acting Chair), Anita Parkinson (Vice Chair), Paola Baca (Immediate Past chair), Lisa Juan (Secretary), Clement Law (Treasurer), Janet Fraser, Anita Chui, Karen Lidhar, Christina Suh, Colun Chu, Jo-Anne Pringle, Joey Wesley, Nadine Wesley, Elanor Eden, Karen Lam, Pimgarn Chua, Wei Zhang
Teacher Rep: Jennifer Altman (Teacher – Librarian)

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 Clement Law. Minutes and agenda adopted.

Principal's Report by Risha Golby:

- S.O.A.R
 - Welcome new families to school.
 - S.O.A.R committee has 30 students to help set goal and student participate from grade 3 and up. Help with logo concept and also help organize event.
 - Students are really enjoying S.O.A.R tickets and willing to keep doing it.
 - Make social emotional concept fun.
- Pro-D day
 - Curriculum implement day – 1st year of new curriculum.
 - New curriculum is to give teacher permission to use technology toward learning.
- K-3 social Skill (twice a week)
 - How to deal with anxiety.
 - Frist pilot school in Vancouver.
 - Students take assessment.
 - Positive social behavior.
- Assessment (report card)
 - Proposed coffee club in December regarding assessment system.
 - Pilot school in Vancouver exploring new assessment way.
 - Still report card – New report card system with new curriculum.

Teacher- librarian's Report by Jennifer Altman :

School library is

- Learning Commons.
- The heart of our school.
- Philosophy – It's a place for everyone to feel welcome and comfortable.
- How is the library supporting our students
 - Open before and after school as well during the day fir daily book exchange opportunities.

- Flexible schedule – Teacher Librarian is free to collaborate and work with all classes. Teacher and I plan and cooperatively teach a unit.
- Ecosystem for Grade 4/5
- Early Human for Grade 7
- Bee for Grade 2/3
- Human Body for Grade 5/6
- Skills focusing on
 - Research and finding info.
 - Note taking
 - Search
 - Inquiry
- This term in the library
 - Author visit - Michael Kusugak. Thank you PAC for sponsoring it.
 - Book Fair – total sale \$4444.55 (a record)
- Upcoming event – Reading café – Date (TBC), time 8:30 am at Library.

Thank you letters from Churchill students

- Two thank you letters from Churchill students whom received our scholarships have been shared in the PAC meeting.

Treasurer’s Report by Clement Law:

Budge & Monthly Financial Report for 2016-17

	Budget	Actual as of PAC meeting	Budget	Actuals as of Oct. 07, 2016	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	\$0.00	Fund Earthbites
Hot Lunch Net Revenue	\$10,000.00	\$8533.61	\$15,900.00	\$16,984.73	Est.\$5,300 per term T1:Paypal fee \$704.43 (2.9%+\$0 Per tx)
Gaming (\$20/student)	\$6,000.00	\$6,684.00	\$5,800.00	\$5,800.00	
Bank Interest		\$191.08	\$190.00	\$43.06	
Fundraising (RBC, Purdy’s, others)	\$4,000.00	\$5,025.52	\$1,000.00	\$0.00	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	\$33,320.10	Mtg Oct.11- All Income items passed vote

Expenditures					
PAC Admin: Babysitting for PAC mtg (\$20/ea)	\$140.00	\$120.00	\$140.00	\$40.00	
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	\$0.00	updated
Extracurricular Activities (Earthbites)	\$7,000.00	\$7,000.00	\$10,000.00	\$0.00	Gaming – 50%
Author Visits	\$500.00	\$700.00	\$1,000.00	\$0.00	Seeking outside \$500 funding
Teacher/School Requests	\$2,000.00	\$300.00	\$2,000.00	\$0.00	TBD in next PAC meeting
Staff Appreciation	\$500.00	\$545.48	\$750.00	\$0.00	updated
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	\$94.55	
Family & Community Events: Annual Movie License <<NEW>>			\$400.00		
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	TBD in next PAC meeting
Technology Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	
Expenditure Sub-Total	\$29,325.00	\$26,642.77	\$29,046.00	\$757.29	
Net (Incoming-Expenditure)	\$11,018.40	\$9,757.26	\$8,802.15	\$32,562.81	Mtg Oct.11 – All Expense items passed vote except for the ones noted with "TBD"

Account Balances as of Oct 31, 2016	PAC Accounting	BMO Blance	Difference	Reasons for diff. btwn our PAC Acc't and BMO Acc't balances	
General (-431)	\$28,539.98	\$29,768.97	\$1,228.99	1) Cheques issued but not cashed (+ this from PAC Accounting)	\$1,228.99
Gaming (-423)	\$6,067.30	\$6,067.30	\$0.00	2) Funds in process of tx(not yet deposited) [-this from PAC Accounting]	\$0.00
Fundraising (-415)	\$113.05	\$113.05	\$0.00		

Total:	\$34,720.33	\$35,949.32	\$1,228.99		\$1,228.99
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- Staff wish list – Enhancement of technology
 - ipad keyboard cases for existing ipads. So ipad can be used more efficiently and as laptop.
 - \$150 a unit x 60 = \$9,000.

Hot Lunch Update by Anita Chui/Karen Lidhar

- Thank you to all wonderful parent volunteers.
- New vendors for next term – Boston pizza, C'est Mon Café. Sushi will be every Wednesday.
- Drink sale will be added to munch-a lunch system.
- New order for next term will be open at last week of Nov.

Parent Sessions/SOLOS by Paola Baca

- 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

- Direct Appeal
 - Letter is planning to send out the week of Nov.14th
 - Soft end day – the end of Nov.
 - Amount suggestion \$50 per student.
 - To support Earthbites program, and teacher's wish list (ipad keyboard case)
- Purdy's Sale – Will do Purdy's sale before Christmas. Prefer order hand out date – Dec 8th. Order will need to start in mid November.
- Future fundraising ideas – SaveAround coupon books sale, Gift card sale on-line (order on-line year round)
- Movie Night
 - Date: Nov. 30 or Dec. 7 at 6:00pm – 7:30pm.
 - Movie: Secret life of pets
 - Pop corn and pizza sale
 - Send out email for event volunteer and details.

Other Business

- DPAC Rep – We don't have a DPAC Rep. If anyone would like to represent our PAC, please let us know.
- Parent Education – Re: S.O.A.R
 - Risha is happy to lead a parent evening.
 - Proactive and positive support of student's emotion.
 - Aim for January, time and date TBC. Either evening or morning.
- After School String Program
 - Won't be school run program.

- PAC to hire instructor. Sourcing for instructor.
- Location: Stage
- Earthbites
 - Bill coming almost \$12,000. More than original budgeted amount. Earthbites has confirmed that \$900 for gardening during summer is optional.
 - Earthbites offered to come in to do a parent presentation, and will be scheduled for Jan. PAC meeting.
 - Check with Earthbites if their curriculum can be posted on PAC website.
- S.O.A.R T-shirt – Idea of using S.O.A.R logo. Will discuss more at next meeting.

Adjournment:

Meeting adjournment at 8:05 pm.

MOVED by Clement Law and SECONDED by Lisa Juan

Next meeting will be on Tuesday January 17, 2017 at 6:30 pm