

Collège Pierre-Elliott-Trudeau Parent Advisory Council
Minutes of November 5, 2008

1. Attendance: Estelle Lamoureux, Ron Cadieux, Kim Corlett, Sandra Gould, Cathy Suggitt, Lori-Ann Thibodeau, Gabrielle Vanstraelen, Sandy Owczar, Sheila Korban
2. Call to Order – Kim Corlett
 - a. **MOTION:** Approval of Agenda – Approved with the following changes
 1. Item #3 - Students' Report and Item #4 – Administrators' Report
 - 1st-Sheila Korban, 2nd- Lori-Ann Thibodeau, CARRIED, Unanimous
 - b. **MOTION:** Approval of May 14, 2008 minutes – Approved with no changes necessary. 1st-Cathy Suggitt, 2nd- Sandy Owczar, CARRIED, Unanimous
3. Student Report – Gabrielle Vanstraelen
 - a. Lamontange fundraiser is completed and items will be delivered this week.
 - b. Spirit week had great participation from students. There were gym activities planned for each day and the BRUHAHA had great participation.
 - c. November 12th, “What’s your type” – an event where students may have their blood tested to know their type.
 - d. December 2 – Blood donor clinic- Students under 17 need their parent’s permission to donate.
 - e. December 18 – NOHOHO- Christmas BRUHAHA
 - f. Saving pop can tabs. Tabs collected may help to purchase a bicycle for a 7-year-old boy. This is sponsored through the variety club. More info will be gathered, as tabs may already be being saved for another project.
 - g. Administration congratulates the council for all their great work to date.
4. Administrators’ Report – Estelle Lamoureux – see attached
 - a. Re: item #12 – Sandy Owczar has a letter prepared to send to graduates on the after grad party. Information will be passed on to parents also.
5. Chairpersons’ Report – Kim Corlett
 - a. Correspondence
 1. Fundraising information – fundraising activities have already been decided on for this year.
 2. MAPC – Membership – **MOTION:** To pay \$30.00 MAPC membership fee. 1st-Kim Corlett, 2nd- Sandy Owczar, CARRIED, Unanimous
 3. MAPC – newsletter
 4. Focus on Children pamphlet from the child guidance clinic.

5. Nomination Form – Excellence in Teaching. Information passed on to Administration. Discussion followed. All in attendance agreed it was a tough decision to nominate any one particular staff member, when all do such a great job. The council will support any decision made by administration on who to nominate.
- b. Meat and Cheese Fundraiser – Dates that were previously set need to be changed. When the dates are finalized, Kim will send to office to copy and distribute to students. Help will be needed to distribute to students when items arrive.
6. Treasurers' Report – Sandy Owczar – see attached.
 - a. As the council accounts are now with the school accounts, procedures for requesting funds must be verified. An executive member must make any requisitions required. All reimbursement and deposit slips must be photocopied before submitting to the office. The executive member that is making the deposit or requisition of funds is responsible for ensuring the Treasurer receives copies of all that is submitted. The treasurer will use all copies obtained for accurate record keeping. The current request form will need to be revised to show the signature of one executive member.
7. New Business/Round Table
 - a. Spring Plant Fundraiser – This has previously been a large undertaking for the volunteer who organizes this fundraiser. Sandy Owczar has all the information but is unable to organize on her own. Lori-Ann Thibodeau is also willing to help, but not organize on her own. Dates for this fundraiser has been tentatively booked and needs to be confirmed. Many volunteers are needed to have a successful fundraiser. A discussion followed on different fundraising possibilities. Many other questions arose during this discussion. The main question – What is the mandate of this Council? Our main purpose is not just to raise funds, but also to give our input and ideas to Administration, and also for parents to gain valuable information that may not always be learned of otherwise. The participation of volunteers also was brought up. Many of the activities see the same volunteers every time. If fundraising is not the main objective, more parents may volunteer some of their time and become more involved. All agreed the mandate of this council and also any future fundraising efforts needs to be revisited at the next meeting. As other funds do not seem necessary at this time, all agreed another fundraiser might not be necessary. Students have many other possibilities to raise funds for their individual accounts. **MOTION:** To Cancel the Spring Plant Fundraiser that was Tentatively booked for spring 2009. 1st-Kim Corlett, 2nd- Cathy Suggitt, **CARRIED, Unanimous**

- b. Confirmation of Treasurers position – Sandy Owczar agrees to continue as Treasurer for the 2008-2009 school year.
 - c. Request of funds for digital equipment – A decision will be made on whether additional funds will be supplied at the February meeting after the Meat and Cheese fundraiser is concluded. Sandy Owczar will include information in her report on what types of funds and the amounts that are needed by the council.
 - d. Pancake Breakfast – to be held during Festival Week, no specific date has been set at this time. Volunteers will be needed on that day.
 - e. Request of funds in the amount of \$14.54 to cover the amount spent for the Open house. **MOTION:** To reimburse Sandra Gould for the \$14.54 spent on supplies for the open house held on September 17, 2008. 1st-Sandy Owczar, 2nd- Kim Corlett, **CARRIED**, Unanimous
 - f. No other new business.
8. Adjournment – Kim Corlett – 9:00pm.