

École Margaret-Underhill

Parent Advisory Council Meeting
December 14, 2020

Members Present: Charlene Stewart, Monique Bailey, Joelle Guillou, Paula Vosper, Kendra Mazur, Shawna Crane, Chantal Labelle Santos, Chris Peterson, Elaine Banman

Secretary: Charlene Stewart

Meeting called to order at 6:34 PM by Vice President Kendra Mazur

Welcome & Introductions

Approval of Minutes

APPROVAL OF MINUTES
Shawna Crane & Chris Peterson

Approval of Agenda

APPROVAL OF AGENDA
Shawna Crane & Chris Peterson

Business Arising from Last Meeting

Reports

UPLSP

N/A

APPROVAL OF UPLSP REPORT

N/A

President (TBD)

N/A

APPROVAL OF PRESIDENT'S REPORT
N/A

Principal & Vice Principal (Joelle Guillou & Monique Bailey)

École Margaret Underhill - Principal's Report – Joëlle Guillou

School Plan/Activities:

- . The school will be planning activities for I Love to Read month in late January or early February.
- Just a reminder to check the website for new announcements and the calendar.

- 42 students doing Remote the first 2 weeks in January 22 students till March

Upcoming Events:

- Last day of classes is Friday, December 18th Dismissal at 2 p.m.. School resumes on Monday, January 4th.
- January 18th – PAC meeting

Staffing:

Mme Janelle Reineke will continue her leave Mme Sheila Verhaeghe will continue.

Requests:

500.00 – Village du Pere Noel Virtual Filed Trip – for all K, 1 and 2 and 3 classes...

JOYEUX NOEL!!!

We would like to take this opportunity to thank the PAC for your encouragement and the trust that you place in us and the staff. The staff were so thankful and appreciated the lunch on Dec. 4th.

On behalf of the staff of École Margaret-Underhill we wish you and your families a safe and happy holiday season.

Request: Virtual field trip for Grades K-3

Chris motioned to allocate \$500 to pay for virtual holiday field trip
Chantal 2nd the motion
All in favour

APPROVAL OF PRINCIPAL'S REPORT
Shawna Crane & Chris Peterson

Vice-President (Kendra Mazur)

Hey guys,

I can't believe the holidays are in a couple weeks! 2020 flew by & I'm sure most of us are glad to see it go! I'm thankful for all the family time we had & that we'll at least have a white Christmas. Although Christmas might look

different this year, I hope it's spent with family making memories. Have a safe & happy holiday from my family to yours. Kendra
 Vice President

APPROVAL OF VICE-PRESIDENT'S REPORT
 Shawna Crane & Chantal Labelle-Santos

Fundraising (Carlynn Brygga & Paula Vosper)

- N/A

APPROVAL OF FUNDRAISING REPORT
 N/A

Treasurer (Chantal Labelle-Santos)

Budget Report 2020-2021 (Dec.14th)

07/01/2020

	Bgt	Act	Diff
<u>Income</u>	C\$10,050.00	C\$3,984.75	C\$(6,065.25)
<u>Fundraising</u>	C\$10,050.00	C\$3,984.75	C\$(6,065.25)
<u>2020/2021 School Year</u>	C\$10,050.00	C\$3,984.75	C\$(6,065.25)
<u>Pizza Hotline Cards</u>		C\$3,984.75	C\$3,984.75
<u>Expenses</u>	C\$10,050.00	C\$606.77	C\$9,443.23
<u>2020/2021 School Year</u>	C\$10,050.00	C\$606.77	C\$9,443.23
<u>Daycare</u>	C\$200.00	C\$(18.00)	C\$218.00
<u>Educational Speakers</u>	C\$100.00	C\$0.00	C\$100.00
<u>Festival</u>	C\$500.00	C\$0.00	C\$500.00
<u>Field Day Treat</u>	C\$100.00	C\$0.00	C\$100.00
<u>Field Trips</u>	C\$2,000.00	C\$0.00	C\$2,000.00
<u>Fish Tank Maintenance</u>	C\$350.00	C\$196.52	C\$153.48
<u>Grade 4 Aurevoir</u>	C\$1,200.00	C\$0.00	C\$1,200.00
<u>Hot Lunch Program Expenses</u>	C\$250.00	C\$0.00	C\$250.00
<u>Membership Fees</u>	C\$150.00	C\$0.00	C\$150.00
<u>PAC Business</u>	C\$200.00	C\$0.00	C\$200.00
<u>Production</u>	C\$500.00	C\$0.00	C\$500.00

School Requests	C\$1,500.00	C\$0.00	C\$1,500.00
Sound System Christmas Concert	C\$500.00	C\$0.00	C\$500.00
Staff/Volunteer Appreciation	C\$500.00	C\$428.25	C\$71.75
Transportation	C\$2,000.00	C\$0.00	C\$2,000.00

Transaction Report

From 11/16/2020 to 12/13/2020

Date	Num	Description	Amount (CAD)	Running Balance
11/16/2020		*Void* cheque stale dated from December 18th, 2019 (Babysitting)	C\$18.00	C\$27,181.83
11/17/2020		Budget: Fish Tank Maintenance (Ecosystems By Design Invoice# 7535 and #7547)- done on October 31/20	C\$(196.52)	C\$26,985.31
12/02/2020		Budget: Staff Appreciation Lunch for hard work due to Covid-19 (voted-passed Nov. meeting---L'Arche Tova Cafe)	C\$(392.00)	C\$26,593.31
12/03/2020		Budget: Staff Appreciation Lunch for hard work due to Covid-19 (Chips and drinks portion of lunch -Safeway)	C\$(36.25)	C\$26,557.06
Grand Total			C\$(606.77)	

Treasurer's Report for Monday, December 14th, 2020

Running Balance as of November 16th, 2020	+	\$	27,163.83
Transactions since last report for 2020-2021		-\$	606.77
Actual running balance as of December 14th, 2020		+	\$ 26,557.06
Funds Remaining in Expense Budget for 2020-2021		\$	9,443.23
Fundraising (Goal is \$10,050.00) amount needed to be raised.		\$	6,065.25

**Please note that fundraising is no longer permitted during this time due to Covid-19 restrictions.

APPROVAL OF TREASURER'S REPORT
Shanwn Crane & Chris Peterson

Teachers representative report

N/A

APPROVAL OF TEACHERS REPORT
N/A

Public Relations (Elaine Banman)

N/A

APPROVAL OF PR REPORT
N/A

Education Coordinator (Shawna Crane)

N/A

APPROVAL OF EDUCATION REPORT
N/A

Hot Lunch Program (Tracey Ginter)

N/A

APPROVAL OF HOT LUNCH PROGRAM
N/A

Greening Committee (Chris Peterson)

Looking into additional grants and funding.

APPROVAL OF GREENING COMMITTEE
Shawna Crane & Chantal Labelle-Santos

New Business

➤ N/A

Meeting Adjourned at 7:20 PM

Next meeting: January 18, 2021 @ 6:30PM