

École Margaret-Underhill

Parent Advisory Council Meeting
November 16, 2020

Members Present: Charlene Stewart, Carlynn Brygga, Monique Bailey, Joelle Guillou, Paula Vosper, Krystina Costello, Kendra Mazur, Shawna Crane, Chantal Labelle Santos, Chris Peterson, Lindsey Achison, Tracy Ginter

Secretary: Charlene Stewart

Meeting called to order at 6:36 PM by Vice President Kendra Mazur

Welcome & Introductions

Approval of Minutes

APPROVAL OF MINUTES
Tracy Ginter & Chantal Labelle-Santos

Approval of Agenda

APPROVAL OF AGENDA
Paula Vosper & Carlynn Brygga

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)

Current enrollment –409 In School - 353 REMOTE # 40

Home school #16 (hopefully coming back in Sept. 2021)

Highlights:

- Thank you to our parents who took part in the VIRTUAL Parent-Student-Teacher conferences. We appreciate your continued support.
- Our Remembrance Day assembly looked different but was very well received and very meaningful. All classes watched a power point presentation created by Mme Schellenberg, Mme Hales-Massé and M. Labelle which consisted of a story, some videos, information slides and ended with the last Post, Moment of Silence and concluded with Réveille. Some of our classes walked to the cenotaph and had a moment of silence and laid their poppy rock.
- Mme Heieie and her students organized the Koats for Kids campaign and walked to the fire station to deposit them.
- Report cards will be published December 2nd

Upcoming Events

- November 20, 23 and 24 – No school for students
- Dec. 2nd – Report Cards on the portal
- FRIDAY, December 18th– Last day of school before winter holidays –

Staffing:

- Mme Lisa Kocis has joined our Office team. She is working in the am and is continuing as the UPLSP coordinator position for now.
- Mme Franks has joined the staff at Arthur Day.

Events:

REQUESTS:

Transfer of 196.52 for School Fish tank.

APPROVAL OF PRINCIPAL'S REPORT
Shawna Crane & Paula Vosper

Vice-President (Kendra Mazur)

Hi guys!

Hope everyone is staying safe during what seems like a never-ending pandemic. I know my family is staying in our little bubble & trying our best to do our part. This month, I sure missed the Remembrance Day assembly at the school, but I did get a chance to reflect & have a moment of silence with the girls & my hubby while watching the ceremony on the tv. We are so grateful for the sacrifices they made! Hopefully the snow stays away for a while still, but we all know it's coming soon as the weather sure is getting chillier each day.

Stay safe & healthy!

Kendra

Vice President

APPROVAL OF VICE-PRESIDENT'S REPORT
Carlynn Brygga & Tracy Ginter

Fundraising (Carlynn Brygga & Paula Vosper)

- 107 Pizza Hotline Orders – 734 cards in total
- \$3670 profit
- Glenlea Fundraiser will be finalized after Christmas

APPROVAL OF FUNDRAISING REPORT
Tracy Ginter & Chantal Labelle-Santos

Treasurer (Chantal Labelle-Santos)

Transaction Report

From 10/19/2020 to 11/15/2020

Date	Num	Description	Amount (CAD)	Running Balance
11/06/2020		Fundraiser #1: Pizza Hotline Cards (Invoice #10651)	<u>C\$(3,360.00)</u>	<u>C\$19,819.08</u>
11/12/2020		Fundraiser #1: Pizza Hotline Cards (Invoice #10652)	<u>C\$(215.25)</u>	<u>C\$19,603.83</u>
11/15/2020		Fundraiser #1: Pizza Hotline Cards (Invoice #10676)	<u>C\$(110.25)</u>	<u>C\$19,493.58</u>
11/15/2020		Deposit: Pizza Hotline Cards Fundraiser #1	<u>C\$7,670.25</u>	<u>C\$27,163.83</u>

Grand Total

C\$3,984.75

Budget Report: Budget 2020-2021

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\$0.00	C\$10,050.00
<u>2020/2021 School Year</u>	C\$10,050.00	C\$0.00	C\$10,050.00
<u>Daycare</u>	C\$200.00	C\$0.00	C\$200.00
<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\$0.00	C\$350.00
<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
<u>School Requests</u>	C\$1,500.00	C\$0.00	C\$1,500.00
<u>Sound System Christmas Concert</u>	C\$500.00	C\$0.00	C\$500.00

Staff/Volunteer Appreciation

C\$500.00 C\$0.00 C\$500.00

Transportation

C\$2,000.00 C\$0.00 C\$2,000.00

Treasurer's Report for Monday, November 16th, 2020

		\$
Running Balance as of October 19th, 2020	+	23,179.08
		\$
Transactions since last report for 2020-2021		3,984.75
		\$
Actual running balance as of November 16th, 2020	+	27,163.83
		\$
Funds Remaining in Expense Budget for 2020-2021		10,050.00
		\$
Fundraising (Goal is \$10,050.00) amount needed to be raised.		6,065.25

**Please note that this is the first report for the 2020-2021 school year.

APPROVAL OF TREASURER'S REPORT
Chris Peterson & Carlynn Brygga

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)

N/A

APPROVAL OF GREENING COMMITTEE
N/A

New Business

Chris Peterson motioned to allocate \$500 for our school community this Christmas

- Chantal Labelle-Santos 2nd the motion
- All in Favour

Chris Peterson motioned to allocate up to \$550 for a staff appreciation lunch

- Paula Vosper 2nd the motion
- All in Favour

Meeting Adjourned at 7:49 PM

Next meeting: December 13, 2020 @ 6:30PM