

École Margaret-Underhill

Parent Advisory Council Meeting
October 19, 2020

Members Present: Charlene Stewart, Carlynn Brygga, Monique Bailey, Joelle Guillou, Paula Vosper, Deirdre Dowd, Kendra Mazur, Shawna Crane, Chantal Labelle Santos, Chris Peterson

Secretary: Charlene Stewart

Meeting called to order at 6:30 PM by Vice President Kendra Mazur

Welcome & Introductions

Approval of Minutes

APPROVAL OF MINUTES
Carlynn Brygga & Paula Vosper

Approval of Agenda

APPROVAL OF AGENDA
Paula Vosper & Deirdre Dowd

Business Arising from Last Meeting

Reports

UPLSP

- There are 10 full time and 2 part time lunch supervisors
- Lisa is happy with how everything is going this year
- Outdoor equipment will be purchased for recess use

APPROVAL OF UPLSP REPORT
Chantal Labelle-Santos & Paul Vosper

President (TBD)

N/A

APPROVAL OF PRESIDENT'S REPORT
N/A

Principal & Vice Principal (Joelle Guillou & Monique Bailey)

Admin Report – Joëlle Guillou and Monique Bailey

Current enrollment –407

Dates to remember:

- October 21st and 22nd – Parent Teacher VIRTUAL Teams Conferences

Grade 1 to 4 teachers are reporting on:

- Student's Well being
- Literacy
- Numeracy

Kindergarten teachers are reporting on

- Student's Well being
- Fine Motor
- Social skills

- November 3rd – Picture retakes and for all ODD day kindergarten students
- November 11th – No School Remembrance Day
- November 20th – No school – Report Card Writing
- December 2nd – Report Cards up on the Parent Portal
- FRIDAY, December 18th – Last day of school before winter holidays – NO early dismissal

Other Info:

REQUESTS:

500.00 \$ - To purchase recess equipment for the cohorts bins.

APPROVAL OF PRINCIPAL'S REPORT
Shawna Crane & Paula Vosper

Vice-President (Kendra Mazur)

Hey Everyone,

I hope you all are staying safe with our Covid numbers & new restrictions. I can't believe it's already October even though it feels like it with these chilly days.

I'm thankful that we got to spend Thanksgiving with our family & even though it was a bit different, it was a nice change of pace. I know my girls are looking forward to Halloween although that may look a little different this year. I'm thankful that they can still have some type of normalcy with their school parties where they get to dress up in their costumes & do fun activities with their friends. We're not sure yet what that evening will look like for us but whatever you decide, stay safe & have fun!

Kendra

Vice President

Kendra

APPROVAL OF VICE-PRESIDENT'S REPORT
Carlynn Brygga & Deirdre Dowd

Fundraising (Carlynn Brygga & Paula Vosper)

- Pizza Hotline fundraiser is currently running
- 1 coupon per order/minimum purchase with order
- Currently planning for the next school fundraiser

APPROVAL OF FUNDRAISING REPORT
Chantal Labelle Santos & Shawna Crane

Treasurer (Chantal Labelle-Santos)

EMU PAC 2020/2021 Budget

EMU PAC	As of June 30th, 2020		
	2020/21 Budget	2019/20 Budget	2019/20 Actual
	\$10,050.00	\$13,300.00	\$8,290.60
Day Care	\$200.00	\$200.00	\$90.00
Educational Speakers	\$100.00	\$100.00	\$0
Festival	\$500.00	\$550.00	\$74.78
Field Day Treat	\$100.00	\$100.00	\$0
Field Trips	\$2,000.00	\$4,000.00	\$3,820.00
Grade 4 Aurevoir	\$1,200.00	\$950.00	\$815.69
Hot Lunch Program Expenses	\$250.00	\$250.00 (Food Handling)	\$0
Membership Fees	\$150.00	\$150.00	\$150.00
PAC Business	\$200.00	\$200.00	\$127.81
Production	\$500.00	\$500.00	\$445.00
School Requests	\$1,500.00	\$1,500.00	\$550.00
Staff/ Volunteer Appreciation	\$500.00	\$500.00	\$886.32
Transportation	\$2,000.00	\$2,000.00	\$900.69
Sound System Christmas Concert	\$500.00	\$450.00	\$448.00
Fish Tank Maintenance	\$350.00	\$350.00	\$0

Budget Report 2019-2020 School Year

	07/01/2019		
	Bgt	Act	Diff
Bank Account	.	C\$2,025.84	C\$(2,025.84)
Bank Account	.	C\$2,025.84	C\$(2,025.84)
Income	C\$13,300.00	C\$11,192.13	C\$(2,107.87)
Fundraising	.	C\$11,192.13	C\$11,192.13

<u>2019/2020 School Year</u>	.	C\$11,192.13	C\$11,192.13
<u>Kid City Passes</u>	.	C\$424.00	C\$424.00
<u>PAC Hot Lunch</u>	.	C\$2,138.29	C\$2,138.29
<u>Hot Lunch #1 Subway Oct. 2/2019</u>	.	C\$275.13	C\$275.13
<u>Hot Lunch #2 Pizza Pizza</u>	.	C\$708.16	C\$708.16
<u>Hot Lunch #3 McDonald's Dec 13th/2019</u>	.	C\$256.52	C\$256.52
<u>Hot Lunch #4 Pizza Jan.21st/2020</u>	.	C\$838.47	C\$838.47
<u>Hot Lunch #5 Boston Pizza Feb.28,2020</u>	.	C\$60.01	C\$60.01
<u>Perogies</u>	.	<u>C\$4,039.00</u>	<u>C\$4,039.00</u>
<u>Recipes in a Jar</u>	.	<u>C\$4,590.84</u>	<u>C\$4,590.84</u>
<u>Expenses</u>		<u>C\$13,300.00</u>	<u>C\$9,166.29</u>
<u>2019/2020 School Year</u>		<u>C\$13,300.00</u>	<u>C\$9,166.29</u>
<u>Day Care</u>		<u>C\$200.00</u>	<u>C\$90.00</u>
<u>Educational Speakers</u>		<u>C\$100.00</u>	<u>C\$0.00</u>
<u>Festival</u>		<u>C\$550.00</u>	<u>C\$74.78</u>
<u>Field Day Treat</u>		<u>C\$100.00</u>	<u>C\$0.00</u>
<u>Field Trips</u>		<u>C\$4,000.00</u>	<u>C\$3,820.00</u>
<u>Fish Tank Maintenance</u>		<u>C\$350.00</u>	<u>C\$0.00</u>
<u>Grade 4 Aurevoir</u>		<u>C\$950.00</u>	<u>C\$815.69</u>
<u>Hot Lunch Program Expenses</u>		<u>C\$250.00</u>	<u>C\$0.00</u>
<u>Membership Fees</u>		<u>C\$150.00</u>	<u>C\$150.00</u>
<u>Morning Supervision</u>		<u>C\$1,500.00</u>	<u>C\$858.00</u>
<u>PAC Business</u>		<u>C\$200.00</u>	<u>C\$127.81</u>
<u>Production</u>		<u>C\$500.00</u>	<u>C\$445.00</u>
<u>School Requests</u>		<u>C\$1,500.00</u>	<u>C\$550.00</u>
<u>Sound System Christmas Concert</u>		<u>C\$450.00</u>	<u>C\$448.00</u>
<u>Staff/Volunteer Appreciation</u>		<u>C\$500.00</u>	<u>C\$886.32</u>
<u>Transportation</u>		<u>C\$2,000.00</u>	<u>C\$900.69</u>

Treasurer's Report for Monday, October 19th, 2020

		\$
Running Balance as of September 28th, 2020	+	23,179.08
		\$
Transactions since last report for 2019-2020	-	
		\$
Actual running balance as of October 19th, 2020	+	23,179.08

Funds Remaining in Expense Budget for 2019-2020	\$ 4,133.71
Fundraising (Goal is \$13,300.00) amount needed to be raised.	\$ 2,107.87

**Please note that there were no transactions since our last meeting on September 28th, 2020.

APPROVAL OF TREASURER'S REPORT
Paula Vosper & 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)

- Currently planning is underway for changes to be made to the outdoor school year

APPROVAL OF GREENING COMMITTEE

Paula Vosper & Shawna Crane

New Business

Try to fill open position – President

Shawna Crane made a motion for \$500 to be used for buckets of equipment for recess

Chantal Labelle Santos – 2nd the motion

All in Favour

Meeting Adjourned at 7:02 PM

Next meeting: November 16, 2020 @ 6:30PM