

# École Margaret-Underhill

Parent Advisory Council Meeting  
September 28, 2020

Members Present: Charlene Stewart, Carlynn Brygga, Monique Bailey, Joelle Guillou, Paula Vosper, Elaine Banman, Kendra Mazur, Shawna Crane, Tracy Ginter, Chantal Labelle Santos, Lindsey Achison, 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  
Shawna Crane & Paula Vosper

## **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



**Musique:**

Mme K. Schellenberg

**Éd. Phys.:**

Mme J. Lee

Mme A. Skinner

**Resource:**

Mme Arleigh Denysiuk

Mme M. Bailey

**Teacher/Librarian:**

Mme Kelly Allen

**IPLÉ (Reading Recovery):**

Mme Verhaeghe (PM) till Dec. Mme Janelle Reineke (Starting in January)

**ENIP-**

Mme K. Isfeld

Mme P. Vosper

**Office/Admin. Clerk:**

Mme Heather Talledo & Mme P. Franks (pm)

**Library Tech:**

Mme D. Woodfine

**Head Custodian:**

Waiting to be filled

**Evening Custodian:**

Mr. Qhang

**Custodial Aid:**

Ms. A. Ngo

**Highlights of the school plan:**

1. Enhance student achievement through authentic and appropriate literacy instruction.
2. Enhance student achievement through authentic and appropriate mathematics instruction.
3. Enhance the climate and culture in all schools by further developing caring, safe and inclusive schools.

**EMU FOCUS during Recovery Learning**

- Well being
- Literacy
- Numeracy

**Dates to remember:**

Sept. 30<sup>th</sup> – Orange Shirt Residential school

Oct 5<sup>th</sup> – Bus Evacuations -

Oct. 6<sup>th</sup> – Bus evacuation –

Oct. 8th - School photos - Grade 1 to 4 and even kindergarten

Oct.12th – Thanksgiving – No School

Oct 21st – Parent Conferences via TEAMS

Oct 22nd – Parent Conferences via TEAMS

Oct. 23rd– MTS PD Day

Nov. 8th – Retakes and Photos for odd day Kindergarten

Nov 11<sup>th</sup> – Remembrance Day – No School

Nov. 20<sup>th</sup> - NO CLASSES for students

Christmas Concert

Cancelled

APPROVAL OF PRINCIPAL'S REPORT  
Shawna Crane & Paula Vosper

**Vice-President (Kendra Mazur)**

Hi guys. Welcome back!! I hope everyone is staying safe, adjusting well and falling back into their routine after the longest spring break ever!! I know we spent a lot of great family time together during Covid making some amazing memories. I hope that everyone had a wonderful summer. The kids were so excited to see their friends again come September but also a bit scared of the unknown. The kids have done amazingly well from what I've seen and heard. They seem to take it day by day and are so resilient. This years meetings will be different as they have to be online until we hear different. I'm hoping we get to meet some new parents who want to join our meetings too. If you know anyone who wants to attend the meetings, let them know they can email me and I'll send a link back for them to join. Hopefully we can all settle into the new normal quickly and have a great start to the school year.

Vice President  
Kendra Mazur

APPROVAL OF VICE-PRESIDENT'S REPORT  
Paula Vosper & Shawna Crane

**Fundraising (Carlynn Brygga & Paula Vosper)**

- Discussion about first fundraiser of the year
- Fundraiser will need to meet Covid Guidelines
- Pizza Hotline Coupons will be starting in October - November

APPROVAL OF FUNDRAISING REPORT  
Chantal Labelle Santos & Shawna Crane

**Budget Report 2019-2020 School Year**

	<b>07/01/2019</b>		
	<b>Bgt</b>	<b>Act</b>	<b>Diff</b>
<u>Bank Account</u>		C\$2,025.84	C\$(2,025.84)
<u>Bank Account</u>		C\$2,025.84	C\$(2,025.84)
<u>Income</u>	C\$13,300.00	C\$11,192.13	C\$(2,107.87)
<u>Fundraising</u>		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>C\$4,133.71</u>
<u>2019/2020 School Year</u>	<u>C\$13,300.00</u>	<u>C\$9,166.29</u>	<u>C\$4,133.71</u>
<u>Day Care</u>	<u>C\$200.00</u>	<u>C\$90.00</u>	<u>C\$110.00</u>
<u>Educational Speakers</u>	<u>C\$100.00</u>	<u>C\$0.00</u>	<u>C\$100.00</u>
<u>Festival</u>	<u>C\$550.00</u>	<u>C\$74.78</u>	<u>C\$475.22</u>
<u>Field Day Treat</u>	<u>C\$100.00</u>	<u>C\$0.00</u>	<u>C\$100.00</u>
<u>Field Trips</u>	<u>C\$4,000.00</u>	<u>C\$3,820.00</u>	<u>C\$180.00</u>
<u>Fish Tank Maintenance</u>	<u>C\$350.00</u>	<u>C\$0.00</u>	<u>C\$350.00</u>
<u>Grade 4 Aurovoir</u>	<u>C\$950.00</u>	<u>C\$815.69</u>	<u>C\$134.31</u>
<u>Hot Lunch Program Expenses</u>	<u>C\$250.00</u>	<u>C\$0.00</u>	<u>C\$250.00</u>
<u>Membership Fees</u>	<u>C\$150.00</u>	<u>C\$150.00</u>	<u>C\$0.00</u>
<u>Morning Supervision</u>	<u>C\$1,500.00</u>	<u>C\$858.00</u>	<u>C\$642.00</u>
<u>PAC Business</u>	<u>C\$200.00</u>	<u>C\$127.81</u>	<u>C\$72.19</u>
<u>Production</u>	<u>C\$500.00</u>	<u>C\$445.00</u>	<u>C\$55.00</u>
<u>School Requests</u>	<u>C\$1,500.00</u>	<u>C\$550.00</u>	<u>C\$950.00</u>
<u>Sound System Christmas Concert</u>	<u>C\$450.00</u>	<u>C\$448.00</u>	<u>C\$2.00</u>

<u>Staff/Volunteer Appreciation</u>	<u>C\$500.00</u>	<u>C\$886.32</u>	<u>C\$(386.32)</u>
<u>Transportation</u>	<u>C\$2,000.00</u>	<u>C\$900.69</u>	<u>C\$1,099.31</u>

## Transaction Report

From 06/13/2020 to 06/30/2020

Date	Num	Description	Amount (CAD)	Running Balance
06/15/2020		Budget: Staff Appreciation (\$150 Gift Card Canadian Tire -Staff Member Retiring)	<u>C\$(150.00)</u>	<u>C\$25,325.46</u>
06/15/2020		Budget: Staff Appreciation (\$150 Gift Card for HomeDepot -Staff Member Retiring)	<u>C\$(150.00)</u>	<u>C\$25,175.46</u>
06/15/2020		Budget: Staff Appreciation (\$20 Gift Card for Indigo Chapters -Staff Member moving schools)	<u>C\$(20.00)</u>	<u>C\$25,155.46</u>
06/15/2020		Budget: Transportation	<u>C\$(900.69)</u>	<u>C\$24,254.77</u>
06/15/2020		Budget: Grade 4 Aurevoir (T-shirts)	<u>C\$(815.69)</u>	<u>C\$23,439.08</u>
06/15/2020		Budget: Staff Appreciation (\$200 Gift Card for Costco - Missed appreciation week b/c Covid-19 so PAC did this instead)	<u>C\$(200.00)</u>	<u>C\$23,239.08</u>
06/15/2020		Budget: Volunteer Appreciation (Gift Card for the Keg -long standing PAC member leaving)	<u>C\$(60.00)</u>	<u>C\$23,179.08</u>
<b>Grand Total</b>			<b>C\$(2,296.38)</b>	

## Treasurer's Report for Monday, September 28th, 2020

Running Balance as of Juin 15th, 2020		\$	
	+	25,475.46	
Transactions since last report for 2019-2020		-\$	
		2,296.38	
Actual running balance as of September 28th, 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	

APPROVAL OF TREASURER'S REPORT  
Paula Vosper & Lindsey Achison

**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)**

- Still wanting to look into greening projects for the year – not sure how to proceed due to Covid – very few grants are available this year for the project.

APPROVAL OF GREENING COMMITTEE  
Paula Vosper & Chantal Labelle Santos

**New Business**

Try to fill open position - President

**Meeting Adjourned** at 7:46 PM

**Next meeting: October 19, 2020 @ 6:30PM**