

**Montroyal Elementary School
MPAC ANNUAL GENERAL MEETING
Thursday, May 26, 2016 7:00 pm in the Library**

Meeting Commenced at: 7:15 pm.

Jana Madill, Chair, called meeting to order, declared quorum, and brief introduction and outline of the evening.

Approval of AGM Agenda for May 26, 2016:

Motion to approve by Janet Carswell and seconded by Lorna Moffatt. All in favour. So approved.

Approval of AGM Minutes from Last AGM held May 21, 2015 -

Motion to Approve by Rebecca Rutter and seconded by Michelle Allison. All in Favour. So approved.

Proposed Budget and Finances discussion:

Shannon Harris led discussion on budgets; Scott Taylor sent his regrets in not being able to attend the meeting tonight.

Starting with Budget and Finances for 2015-2016 school year:

- One anomaly of note for the year in Gaming - normally \$20 per student, so additional given per student this year, so now shows over budget.
- Hot lunch - conservative on estimates at 8500, (9000 last year); actual is at 11,500
- Jog a thon - coming up tomorrow.
- Welcome Back BBQ - \$775
- Edupac online this year, didn't have the donation on website, so \$5 not an option. Weren't sure if it was going to be fixed in time for this year; it has been fixed, parents very generous.
- About \$38,000 all said.

Expenses of note for the year -

- Shannon reviewed the points and amounts -Gymsense, table tennis, body science, social responsibility; Sharon Selby; performance groups; library support - books received; under technology - new printer coming
- About \$23,000
- MPAC expenses: Estimated surplus is \$5000

Statement of Reserves

- Operating, technology, and playground reserves - started several years ago by previous PACs
- Looks like about \$17,000 raised this year; earmarked profit to buy laptops; opening balance and PAC contributions and parent social. Almost \$40,000 for technology. Have been sitting in GIC'S.
- Playground smaller amount so far, but growing.
- Number at bottom is \$66,000 in reserves.

Parent Question - are there rules around gaming (heard another school lost their grants due to too much in there).

- Shannon responded that she has not heard of anything; no communication from gaming indicating any stipulation that it would go back. Jana added that this was why reserve funds set up; this way we can justify what is in there, also why we allocate to specific reserve funds. Shannon added definitely needs to be used within 2 years.

Review of 2016-2017 Proposed Budget

- Upped hot lunch budgets - up to \$11,000 in session 1, \$12,000 in session 2
- Agendas conservative as it is a \$5 online donation;
- Cheque drive/fundraising - \$5000; TBD at 1,000 (event to be determined)
- Community events - not expected to make money, so estimated smaller amounts.
- Total revenue at \$40,000

Expenses:

- Reviewed list of expenses, provided explanation of the line items.
- Added Curriculum enhancement line item to support the curriculum. Managed by staff, could be for maps, or speakers, or what their needs are this will help support the initiatives.
- Programming Committee reviewed Athletic, Body Science/Performance Arts. Next year will be Saleema; performance arts typically managed by Mrs. Hill/Diane (Tracey said one music, one drama).
- NEW - Added community/social responsibility - response to parents concern raised that perhaps more than giving tree; Janet interested in taking either choir or class to seniors' home; letter writing campaign or valentines card program.
- NEW - Parent Education - three speakers, one per term, small amount allocated i.e. for social/emotional speakers.
- Student leadership - Me to We (Mr. Teed)

- Gardening Club - added to the expenses.
- Looking at spending about \$35,000.

Expenses - MPAC:

- Operating costs, nothing new there.
- Parent resources.
- MPAC school events - broken down into different categories. Appreciation - typically support staff lunch; Sunshine Fund (staff retirement); Staff appreciation is for concerts, spring/holidays. Will change to reflect concerts vs Christmas specifically.
- Noted that Traffic Safety was not specifically listed on WOW, I-ride -Shannon said \$250. Shannon added Traffic Safety.

Chair Address - Jana Madill

First off, thanks to the PAC Executive team for all the hard work and commitment! A very special thank you to the outgoing members of the Executive - Helen, Ilona, Michelle, Shannon and Hardish - a very special thank you to each of you for your support and efforts over your term.

Thank you to all the volunteers for every event and activity we have had - from hot lunch to grad committees:

- Yvonne Smith - thanks for the coordination of the school supplies
- Cath B. - instrumental in i-girl/i-guy coordination, and the Better than Safe programs.
- Marta & James - stepped up for the yearbook.
- Jog-a-thon - thank you Sandy G. and Yvette!
- Grade 7 Grad Committee - Judith, Cath, Nicole, Claire, Ailish, and the others - thank you! Looking forward to the legacy gift.

Big thanks to everyone for all their help this year!

Jana provided a brief review of some of the events and activities over the year, and some coming up for the next year:

- Very, very, Big THANKS to the social committee - Jana pointed out \$17,000 is the # raised from the social. Discussion on the committee and the event. Was well attended and fantastic event, every detail was covered off.
- Fundraising - made it a mandate this year to push through and to get the projects completed. Things like computer lab now installed; how we replace technology in future. Discussion on merits of having the technology reserve.

- Committees are on board. Hot lunch instrumental - both Claudia and Lianne staying on with Hot Lunch.
- Yvonne has two more years for Christmas/Holiday market.
- The big programs that we have a need for people for are:
 - emergency preparedness (Jen Hanna ready to hang up her hat), will be easier to run in future as has been left with a good process in place;
 - Grade 5 emergency safety - outgoing parent leaders will be sending out information to incoming grade 5's.
 - I-walk/i-ride - a passion of Carol Sartor's.
 - welcome back bbq - proposed date Thursday sept 22. Friday is a pro d day. Needs to start in June, not wait until September.

Elections for 2016/2017

Reviewed roles with nominations, officially, have people stepping forward for Chair, Vice Chair, Co-Treasurer and DPAC Representative. Noted that as of this date, no one as yet stepped forward for other available opportunities on PAC Executive.

Will call for nomination one time, rather than Roberts rules of three.

First nomination: role of Chair, **Carol Sartor**. Nomination from the floor for Carol, are there any other nominations? No other nominations - welcome Carol! Won by acclamation.

Vice Chair - **David Smail** - are there any other nominations? No other nominations - Congratulations David! Won by acclamation.

Shannon outgoing co-treasurer - Scott Taylor staying on; **Ingrid Wood** - any other nominations? No other nominations - Congratulations to Ingrid! Won by acclamation.

DPAC Representative - normally this role is set in the fall, however, felt it would be great to have in place before. Nomination of **Nina Velasquez** - any other nominations? No other nominations. Welcome Nina! Won by acclamation.

Any other interest in the other roles? Communications - Carol Sartor noted there are two people in discussion about it, meeting tomorrow to discuss.

Jana said great news. Can be voted in at first meeting.

Reviews by position:

Communications - Michelle Allison and Ilona Kuligowska

- Ilona - goal of team is to keep families connected and clear communication.
- Highlights in addition to usual:
- Ilona - hotlunch.net introduction - done in response to parents concerns and a few other things. Expanded from just lunch to registration for events, fundraising etc.
- Michelle - use the email system via the hotlunch program. Much more efficient than old processes.
- Michelle - other system we use it for is MPAC website; what we have done is make it easier for new people to come on board, no techie background provided; ensured Sunday emails; Weebly used for parent survey; will be another survey (short) in June.
- Montroyal PAC email accounts have been experiencing some challenges - will be working on it to make sure all cleared up before hand off to new members.
- Directory - printed in September/October thanks to admin for allowing use of copier; was a bit of work using new system in place and updated;

- Class rep/flow of information - use them as extension of the team; try to use less to not over-inundate; thanks to all the reps for their time and efforts;
- Thanks to everyone admin, team, and looking forward to next team transition.

Shannon - Co-Treasurer

- Thanks to Judith for the very well maintained files; passing onto Scott and Ingrid. Thanks for the opportunity to serve the school.

Hardish Garson - DPAC Representative

- Great speakers at DPAC and BCC. Great range of speakers, all parents invited to these meetings; yesterday was final meeting which was about New Societies Act - everyone has to register before end of November. Blackboard collaborate - electronic meeting program. Free for PAC'S.

Sandy Milone - Secretary

- Role involves prepping and coordinating details/Agenda for each PAC meeting; posters from PAC posted in timely manner; keeping the PAC Board tidy; bringing the treats to the meeting; and of course taking the minutes and ensuring they are posted onto the website in a timely manner.
- Thanks to current PAC, and looking forward to another year on PAC.

Helen Casey - Vice Chair

- Joined three years ago; new to country, great way to get to know the people and the community.
- Has been a great role to get involved in the school community.

Other:

Shannon noted that a class rep coordinator is now to be added to the list of available roles for the 2016/2017 school year.

Adjourned at 8:15 pm.

In attendance:

Sandy Milone	Michelle Allison	Rebecca Rutter
Nina Velasquez	Jana Madill	Ilona Kuligowska
Lorna Moffatt	Janet Carswell	Carol Sartor
David Smail	Helen Casey	Shannon Harris
Tracey Todd	Susan Teegan	Hardish Garson
Judith Brain		