



**MONTROYAL ELEMENTARY SCHOOL
PARENT ADVISORY COUNCIL**

MEETING MINUTES: Feb 2, 2022 - 7:00 PM

Date: February 2nd, 2022

Time: 7:00 pm

Location: Virtual Zoom Meeting

Parents: G. Foster, H. Melendez, C. Campbell, H. Choi, D. Allen, M. Allen, S. Thomas, J. Wang

School Administration: D. Beveridge, E. Van

1. Call to Order – 7:03 pm
2. Establish quorum – *Quorum achieved*
3. Approval of agenda
 - *Minutes from December meeting not posted yet; to be approved at next meeting.*
4. Approval of previous meeting minutes
 - *Motion: H. Melendez*
 - *Second: S. Thomas*
5. Chair / Vice Chair Update (10 min)
 - *Just over \$2000 was raised through the Artists for Kids fundraiser*
 - *5 Ipads and 2 projectors have been ordered*
 - *Traffic Control Signage (see attached quote)*
 - *Quote outlines cost of 4 banners*
 - *S. Thomas mentions that perhaps 3 banners would be plenty to cover the front fence*
 - *G. Foster asks for motion to buy 3 banners for ~ \$625 + tax (quote outlines cost of 4 banners and unsure if there is a discount based on quantity)*
 - *Motion: C. Campbell*
 - *Second: H. Melendez and J. Wang*
 - *All in favor: motion passed*
 - *On the topic of signage, J. Wang mentions that there may be about 300 traffic flyers in the PAC locker; G. Foster and/or D. Beveridge to follow up.*



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6. Principal Update (10 min)

- *Looking forward to Hotlunch which starts tomorrow.*
- *Projectors are at the schoolboard, waiting for installation.*
- *D. Beveridge following up on Ipads.*
- *Have hired a new staff member in the office, Sarah West.*
- *Artist came in to work with a few classes as well as a finance person to work with the older grades.*
- *Have had the first School Planning meeting and will be bringing an update to the staff.*
- *E. Van adds that safety measures have been ramped up; kids have been good during transition periods.*
- *G. Foster asks if new parents will be able to visit the school yet in small groups? D. Beveridge indicates that this may be a possibility in the next few months.*
- *E. Van indicates that it may be possible to have the next PAC meeting in the school (April 6th).*

7. Treasurer update (10 min)

- *January was a good month now that we have access to at least 1 bank account*
- *In January purchased Ipads and projectors and paid outstanding expenses including the ukuleles that Mrs Hill had ordered, and the PAC had voted on*
- *Almost \$12000 in HotLunch account for future lunches as well as fundraising; D. Allen will be following up with HotLunch Coordinator to get more clarity on expenses vs funds raised*
- *About a \$100K balance sheet as of now*
- *G. Foster asks if it is possible to post budget to website? Once D. Allen has clarity on the HotLunch revenue he will forward a PDF summary to H. Choi for posting.*
- *D. Allen believes we will also get access to HSBC accounts this month.*
- *D. Allen would like to reconcile the Ipad and projector purchases; D. Beveridge will ask Ms. Palgova to reach out to D. Allen to put him in touch with the individuals at the schoolboard.*
- *E. Van also mentions that a parent has asked if they can make a corporate donation; she has passed on the information to the parent.*



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8. Other PAC Executive updates (5 min)

- **Fundraising**
 - *C. Campbell provides a quick update on HotLunch which starts tomorrow.*
 - *C. Campbell met with D. Beveridge and he will be speaking with teachers about having the jog-a-thon in late May*
- **DPAC – no update**
- **School Planning – Had first meeting and Doug will be bringing forward to staff**
- **Class Rep – no new updates**
- **Communications / IT – no updates**

9. Committees Update (if present) (5 min) – *no update as Chair was not present*

10. General Questions (10 min) - *none*

11. Adjourn – 7:26 pm

Next Meeting: April 6, 2022