

École Assiniboine Parent Council

Meeting Minutes

October 5, 2016

I. Call to order

Karri-Ann called to order the AGM/Parent Council meeting of the École Assiniboine Parent Council at 6:02 pm on October 5, 2016.

II. Attendees

Karri-Ann Jarvis	Tammy Sandul	Nicole Fontaine	Robyn Andrews
Karen Carroll	Carrie Melville	Alex Eyjolfson	Dan Benot
Chantal Wilson	Jenny Allbutt	Stephanie Craciun	Rebecca Spriggs
Cheryl Walmsley	Graham Sproule	Shannon Geske	Kyle Geske
Sandra Melo	Maricris Alvis	Candido Alvis	Shannon Therrien
Adel Forbes	Catherine Demedash	Cameron Iwanusiw	Colin McNeill
Ciara Shattuck	Terry Streich		

III. AGM

- a) Do we meet quorum? In order to meet quorum, we require at least 14 parents (5% of student body population which is 275 students for the 2016-2017 school year). We had 25 parents attend the October 5, 2016 AGM meeting.
- b) Vote on what type of parent committee that will be at École Assiniboine:
 - 1) Parent Council - This type of committee provides a high level of parent involvement and the most voice and opportunity to assistance the student body,
 - 2) Parent Advisory - A lower level of parent involvement and a more informal advisory role
 - 3) Booster Council - Parent involvement for only a specific event
Sandra Melo moved to have a Parent Council, Shannon Tarin seconded the motion. Motion carried.
- c) Nomination of Executive:
 - i) President - Sandra motioned for Karri-Ann to continue as President. Motion seconded by Maricris Alvis. Motioned carried. Karri-Ann announced that this will be the last year that she will be on the Parent Council as her youngest is in grade 5
 - ii) Vice President - Karri-Ann Jarvis motioned for Karen Carroll to continue as Vice President. This was seconded by Ciara Shattuck. Motion carried.
 - iii) Treasurer - Karen Carroll motioned for Chantal Wilson to continue as Treasurer. Motion seconded by Dan Benot. Motion carried.

- iv) Secretary - Karri-Ann Jarvis motioned for Cheryl Walmsley to continue as Secretary. Seconded by Shannon Geske. Motion carried.

IV. Approval of Agenda

Agenda was approved

V. President's Report

- Parent Council Meeting frequency and duration.
 - Going forward, meetings will occur on the first Wednesday every 2nd month at 6pm. If needed, we will look at the possibility of providing child care.
- Open positions: Special Lunch Coordinator/s
 - We are seeking one or more parents to take on the position of Special Lunch Coordinator. This could also be made into a sub-committee. Last year we were only able to put together one special lunch (Festival du Voyageur pancake lunch) as there was not anyone able to take on the position. If anyone is interested in the position, they can contact the Parent Council at EcoleAssiniboinePC@outlook.com
- Scholastics Book Fair
 - We are seeking someone to organize the Scholastic Book Fair during the parent/teacher conferences on November 24th and 25th. This person would need to contact Scholastics to organize when the books would be delivered and picked up. This person would also be responsible for counting money and set up/take down. If anyone is interested in the position, they can contact the Parent Council at EcoleAssiniboinePC@outlook.com
- Some activities to sponsor based on last spring's Parent Council meeting
 - BBQ
 - Register grade 4 classes for Festival du Voyageur
 - A book will be selected by each teacher/class to be given to each child over Winter Break
- Some activities Parent Council has sponsored over the past years
 - Family Bingo
 - I love to read activities/events
 - pancake breakfast during Festival du Voyageur
 - cost of buses for grade 5 field trip
 - grade 5 farewell cake and t- shirts
 - \$200 for each classroom teacher to supplement educational resources

- other items as they have been proposed to PC from teachers, students and/or parents
- If we keep to status quo we may not need to fundraise based on school board requirements to keep funds under \$5,000 unless for a specific project or event.

VI. Treasurer's Report

- a) Balance of the Parent Council Account is \$9,938.83 as of October 3, 2016
- b) The following is a summary of the Fall BBQ:
 - Income: \$2,524.50
 - Expenses: \$2,760.70
 - Total loss of: \$236.20

VII. Principal's Report

- a) As of Oct. 5th, we have 275 students registered for the 2016-2017 school year and 14 full classes.
- b) Staff members are signed up to come to Parent Council to represent the staff. It was suggested that they could invite parents to could come to the meeting to have a representative from each classroom.
- c) Reviewing the constitution will need to be part of our tasks for this year.
- d) Last year Sandra applied to have a lending library put in front of the school. It is expected to be put out in front of the school within the next month.
- e) Currently Sandra has not been given direction of the blueprints of what the play structure will be or with the timing. Condition for putting the new daycare in the space of the current play structure is that we would be given replacement funding for a new structure in a different location. The hope is that the new structure will be built before the old one is taken down but no information on the timing of the build has yet been provided. Ciara Shattuck asked if it could a possibility that a Nature Playground. At this time, Sandra had not been given any direction to what the replacement playground will be.

VIII. Committee Reports

- a) Daevid was not in attendance but sent an email to Chantal to report on the Milk Program.

- During the 2015-2016 school year 57 families participated in the program. We collected \$3,724 and were billed \$3,216.15 with a profit of \$507.85. 10 families took advantage of the Pay \$140 and get \$160 worth of tickets.
- So far for the 2016-2017 school year, we have 37 families participating in the program with 7 families the pay \$140 and get \$160 in tickets.
- Milk orders will continue to be processed on Wednesdays or Thursdays with the tickets going home on Thursdays and Fridays of each week.
- A big Thank You to the teachers and lunch staff who help support the program by ensuring the milk is distributed at lunch time and Darlene and Greg (Facilities) for supporting with the administration and keeping on top of the inventory.
- We will continue with providing extra tickets available to the teachers and office for children who don't have a lunch.

IX. Fundraising

- a) Bingo
 - Cheryl will be organizing the Bingo again this year.
- b) Special Lunch
 - To continue with special lunches, we will need one or more parents to volunteer to organize them. It was proposed that maybe a sub-committee can be formed where multiple parents can work together to accomplish the different tasks for the events.
- e) Bake Sale
 - Karen will be organizing the Bake Sale again this year.

X. New Business

- A parent member brought forth a question as to whether we can have a breakfast program at the school. At this time, we do not have the resources to run a breakfast program. This can be reviewed at a later date if a parent or a sub-committee could be created to run the program.
- A suggestion was presented that the agenda be made available to parents prior to the meeting. Going forward, Cheryl will be sending the agenda to be posted on the Parent Council website prior to the meeting.

XI. Adjournment

Next meeting will be held on ~~December 7, 2016~~ November 2, 2016 at 6:00 pm. *
 Karri-Ann adjourned the meeting at 6:50 pm.

* Date for next meeting was amended on October 26th due to some events that need to be resolved before December 7th.*