

Trafalgar Elementary School: PAC Meeting – 15 January 2013

Attendees = 15

Kathy Groves, Holly Yoos, Gord Lau, Cheryl Gravkin, Megan Jenkins, Liz Hudson, Nicole Mordant, Haley Barton, Ray Mia, Bryony Hunter, David Carrigg, Karen Sadler, Victoria Lorieau, Gail Neale, Lorie Srivastava

Call to Order: 7:15 pm

Approval of minutes from previous meeting (13 Nov 2012):
motioned to approve- Holly Yoos; seconded – Kathy Groves. All in favour.

Principal's Report – Adele Tremblay is away sick today

VP report – Victoria Lorieaux

Basketball is underway – boys and girls teams, games start soon

Functional Skills Testing (FSA) – occurs during Jan/Feb for Gr 4 and Gr 7. Parents who do not wish child to participate can form exclusion form that was sent home.

Teacher Professional Development - additional funding received from VSB . Teachers will be participating in collaborative sessions with other teachers in VSB

Chess Club - School would like to buy 8 Chess Sets for the Chess Club (\$38 each) and request funding from PAC. Two teachers will support the club and the club will be open to all children.

Chair Report – Cheryl

Carnival this year during 18-22 Feb. Capoeira group booked for 20 Feb – parents are welcome to attend the assembly. Maple sugar tire will be booked similar to last year. Funding has already been approved in the budget (\$2500). Volunteers are required to help with the Maple Sugar tire.

PayPal – working well for Hot Lunch orders and Direct Appeal but there are some learning curve issues for book keeping for Treasurer. For Direct Appeal the PAC will cover the 3% fee such that this money is not deducted from the tax receipts that parents receive. Total fee comes to ~ \$400 for the Direct Appeal amounts that were received via PayPal. Suggestion to create 2 accounts for PayPal to help simplify book keeping.

Hot Lunch – next round of dates have been confirmed with school and will be announced soon.

Sports Equipment - New sports jerseys were ordered and have been received. A canopy will be provided by PAC for Track and Field (Liz action to arrange)

Traffic Safety – City construction on Trafalgar St. is making things especially congested. Need to encourage parents to park further away for drop off/pick up. Option to have parent volunteers for traffic control was discussed but this is likely difficult to coordinate and size of area makes it hard for one volunteer to be effective. Suggested instead to have a contest or other incentive that encourages children to ask their parents to park further away i.e. if walk to school or park 2 blocks your class receives a credit. Prize (i.e. pizza party) offered to class with most points. Cheryl will coordinate.

District PAC (DPAC) – Karen Sadler is our rep. Meets every ~ 3 months. Recent discussions about FSA.

Hot Dog Days – coordinated by Bronwyn. Next one is 31 Jan. Good success and raises ~ \$200 for PAC each time. Volunteers welcomed.

Communications – email contact lists continue to increase.

Treasurer Report – Megan Jenkins (co treasurer).

Monthly Statement of Receipts and Disbursements (to 11 Jan) was handed out. We have spent ~ 25% of annual budget to date.

Discussion of potentially contributing some PAC funding to future field trip/school events that are school wide (for example Aquabus) – currently no PAC funding budgeted for this.

There is \$30,000 allocated in budget to future upgrade of school playground facilities in 2015. Proposal to invest this in redeemable short term investment certificate to increase interest earned. Can't lock in beyond Sept 2013 (each PAC year should have access to funds for decision making).

Motion that Treasurer shall select appropriate financial vehicle to invest \$30,000 in short term investment provided that principal is guaranteed and funds can be withdrawn by 30 August, 2013

Motion - Gord, seconded - Cheryl, approved all

Funding for school request for 8 Chess Sets is available in budget (treasurer will identify appropriate category). Motion to approve \$350 funding – Megan, second - Karen , approved all

Motion to approve Statement of Receipts and Disbursements summary (11 Jan) – motion - Kathy, Liz second

Upcoming Calendar / Activities

Hot Dog Day – 31 Jan

Carnival - 18-22 Feb.

Scholastic Book Fair – scheduled for 13/14 March (during school day and continues during parent teacher conference schedule on those same dates). Kathy Groves is coordinating. Scholastic reps already contacted. Agreed with school to use Gym (as per last year) and have Gr 7 volunteers. Need PAC/parent volunteers to take a shift to supervise and take money and also to help set up and take down. Volunteers: Nicole M., Cheryl G., Gail N., Sheila Au

International Dinner - 25 April

Primary choir has been very popular. Discussion as to whether PAC should consider organizing additional performance arts programs drama/dance/choir. Lunch hour program format suggested. Karen Sadler will prepare short questionnaire to put on website to poll parents for input on suggested activities they are interested in.

Meeting adjourned at 8:25 pm

Next meeting: 12 Feb 2013