

## TRAFALGAR ELEMENTARY - PARENT ADVISORY COMMITTEE

Meeting Minutes: 9 April 2013

12 Attendees:

Victoria Lorieau, Adele Tremblay, Gail Neale, Holly Yoos, Victoria Newitt, Gordon Lau, Nicole Mordant, Cheryl Gravkin, Bronwyn McLean, Elisa Campbell, Chunping Dai, Kathy Groves

Call to order: 7: 15

**Motion** to approval of the Agenda - Kathy, 2<sup>nd</sup> Gord

**Motion** to approve previous meeting minutes: Nicole, 2<sup>nd</sup> Gord

Principal and Vice Principal Report – V. Lorieau, A. Tremblay

*Ultimate (Disc/Frisbee)*- potential for elementary school ultimate league to start up.

Trafalgar is keen to participate.

*Track and Field* is starting up – teachers available for coaching and some parents have volunteered also. Victoria will go to organizational meeting soon.

*School Planning Day* coming up on 19 April pro-d day. Staff and others to review data available from the current year to plan needs and programs for next year. School is strong in reading and math and will add some additional focus to writing next year.

Focus on integration of ESL and children with special needs into the main student body.

Parents and PAC welcome to participate in morning planning sessions.

*Gr 7 Quebec exchange* students arrive on Wed, 17 April. Students this year are Gr 8 students from a high school in St. Pascal (~1000 population).

*School Board Preliminary Budget* received today – preliminary info indicates that despite district budget cuts the funding for programs and support staff for Trafalgar school are essentially status quo from last year. External review process of the budget has commenced and the final budget will be approved in early May (timing is not affected by pending provincial election).

Chair Report – Cheryl Gravkin

*School Banner* printed for hanging at sporting events etc.

*Canopy for field sports* – pending, Liz Hudson coordinating

*Tax Receipts for Direct Appeal* were mailed out prior to Spring Break.

*Pub Night fundraiser for Gr. 7 French exchange* was a good success – could be considered for other school activities as well.

*International Dinner* – 25 April. Bronwyn McLean coordinating. 80 tickets sold to date. Max 250. More volunteers are required. Volunteer sign up spread sheet is on the PAC website and Bronwyn has additional info to help volunteers coordinate their activities. Need people to coordinate and also to help on the evening. Also help with ticket sales, decorations. Kathy to help with ticket sales at event. Victoria to help with food coordination at the event.

*Scholastic Book Fair* – was a success (English books \$3511, French books \$1180). Sales were down a bit compared to last year. Sales commission provides \$2,235 credit for librarian to use for purchase of books and other teaching materials from Scholastic.

*Lice Issues* – Lice have flared up in several classes within the school again. Parent education and student inspections are ongoing. PAC/school propose to have a lice check of every student. PAC will look to see if there are experienced volunteers or potentially to retain some assistance. Cheryl will look into assembling a team. School will provide a letter to send home with all students prior to inspections. Letter will have an opt out clause.

*Hot Dog Days* – 3 May and 23 May

*Greening Program* – work party will be held every Wednesday morning from 9:00 to 10:30 am. Volunteers always welcomed !

*Hot Lunch Service Providers* – some other elementary schools have coordinated with private companies to offer a daily hot lunch service (optional for purchase, daily delivery of pre-ordered, individually packaged hot food to school at lunch time). Uncertainty about logistics of this type of service. School approval would be required for any access into the building for food delivery. Gord will investigate the logistics by contacting the other schools that have a program to see what they are doing.

#### Treasurer Report – Stephanie Campbell

*Edit to March financials presented last month:* \$30k (rather than \$20k) of GICs had been purchased and \$123 revision to PayPal disbursements. March financials have been restated to reflect this.

**Motion** to approve restated March report with above 2 edits – Kathy, 2<sup>nd</sup> Cheryl

*Statement of Receipts and Disbursements* to 5 April handed out and reviewed.

*Hot Lunch program* on target to net ~ \$11k for the year

*Garden materials* purchased per budget

*School Purchase of Computers* – have not received confirmation from BC Computers for Schools yet and not sure that laptops will be available this year. Also it appears that if available these could be very outdated.

Funding is available in the budget for purchase of iPads this year – but if wireless is not installed in the school until late May it might make sense to delay purchase until Sept 2013. Also school has approx. 15 IPADs on loan currently.

Upgrade of the six Library resource computers is an alternate option for PAC funding. Mdm Tremblay will review and bring proposal to next meeting for consideration.

*Final \$10k of GIC was purchased* (bringing to approved total \$40k) – this is short term investment of \$30k for future playground and \$10k for start up of next PAC year (as previously approved).

**Motion** to approve additional \$200 funding for visiting author (funds will be transferred from book purchase allowance in the budget): Holly, 2<sup>nd</sup> Stephanie

**Motion** to approve financials – Kathy, 2<sup>nd</sup> Holly

Meeting adjourned: 8:45 pm

**Next Meeting: 14 May 2013**

Minutes recorded by Kathy Groves – PAC co-secretary