

Lord Selkirk Elementary School
Parent Advisory Council General Meeting
Meeting Minutes ~ Tuesday May 9, 2017 at 6:30pm

Attendance

Present: Beverly Walker, Conrad Chevalier, Heather Schofield, Jenny Stephanson, Erin Dosman, Jennifer Cooper-Stephenson, Shannon Burton, Vital Peeters

Chair: Beverly Walker

Minute Taker: Jennifer Cooper-Stephenson

Regrets: Michelle Brassens, Nina Reeder

Call to Order: 6:34pm

Approval of Previous Minutes: Minutes from last executive meeting available for review on the PAC website.

Info & Beverly to send out survey requesting feedback on PAC’s area of focus for 2017/18 (aim to share results at year end picnic).

Motion to approve the agenda – approved unanimously.

Chair’s Report: Beverly Walker

#	Item	Action by
1	Beverly provided an update regarding planning for the multicultural dinner scheduled for May 10, 2017.	Info

Financial Report: Conrad Chevalier

#	Item	Action by
1	Conrad will produce a draft budget for the 2017-2018 year that can be tabled at the year-end PAC meeting. A year end summary report will be available for the year end meeting so that PAC can inform parents of our fundraising initiatives and expenditures.	Conrad to draft budget and year end report for June 16, 2017 meeting.
2	PAC has spent approximately \$1,600 on Classroom Funds so far this year – approximately half way to our target. Conrad will send Principal Burton the names of teachers who have yet to use their available classroom funds.	Info
3	Executive confirmed that we will continue to support the grade 7 graduation with a contribution. Invoices for the grad typically come in late.	Info
4	Discussion of the technology funds that were approved. Invoices for iPads to be sent to Conrad as they come in. Tech funds from last year’s wish list will be allocated to iPads as that is what is currently being used.	Info

School Report: Shannon Burton

#	Item	Action by
1	<p>Important dates coming up:</p> <ul style="list-style-type: none"> • Sports Day will occur Friday May 19. There will be a 2pm dismissal that day. Primary students will be at Brewer's Park and intermediate students will be at Selkirk. PAC will be providing freezies for the primary students (no bake sale this year); • Victoria Day statutory holiday coming up May 22; • Welcome to Kindergarten orientations scheduled on May 24 (French Immersion Kindergarten) and May 25 (English Kindergarten); • Volunteer Tea will be held June 1st. There will be babysitting for parents who need it; • Staff appreciation lunch is scheduled for June 2; • June 14-16 grade 5 students will be going to Camp Elphinstone; • Year-end assembly will be held June 28. 	Info
2	The Ministry of Education satisfaction survey is now open. PAC agreed to push out the link and information asking parents of students in grades 4 and 7 to complete the survey.	Info
3	Principal Burton and Vice-Principal Peeters attended the First Peoples celebration at UBC with grade 6 students.	Info
4	Planning for the grade 7 graduation has started.	Info

Regular Business

#	Item	Action by
1	<p>Fundraising Initiatives:</p> <ul style="list-style-type: none"> • SPUD fundraising year to date is at \$563.97. SPUD is also providing a produce box for the Multicultural dinner. • Year to date we have raised \$1,800 through the Famous Foods gift card initiative. 	Heather will get SPUD postcards and Mabels Labels information to Principal Burton to include in the welcome to kindergarten orientation bags.
2	<p>Buddy Benches</p> <ul style="list-style-type: none"> • Principal Burton worked with Scott Young to finalize the design of the signs for the buddy bench. 	Info
3	<p>Club Reports</p> <p>No update at this time.</p>	N/A

New Business: Various

#	Item	Action by
1	<p>Outdoor Classroom – Jenny Stephanson</p> <ul style="list-style-type: none"> • During the last school year \$3,000 was approved through the Teacher’s Wish list to fund an outdoor classroom. Four concrete picnic tables will be installed in a semi-circle near the school’s main entrance. • The cost of the outdoor classroom and the installation of the picnic tables and slab exceeds the \$3,000 already approved by PAC. The total cost is now \$7,000 – the Executive discussed how best to inform parents of this expenditure and seek approval for the additional funds. Conrad confirmed expenditure of additional funds on the outdoor classroom will not jeopardize any other projects planned for this year. • A message to parents will be drafted to advise that we are moving forward with the outdoor classroom after a number of years of planning and discussion. Communication with parents is planned for our facebook page, and newsletter. Parents will be asked to provide feedback and concerns by the end of May. • A motion will be brought forward at the year-end general meeting to approve the additional funding. 	Info
2	<p>2017-2018 Calendar Planning – Shannon Burton</p> <ul style="list-style-type: none"> • The tentative dates for the next school year have been set. Holiday break is later this year. The last day of school will be Friday December 22, 2017 and students will return to school on Monday January 8, 2018. March break is also later this year beginning March 19, 2018. Students will return to school after Easter Monday on Tuesday April 3, 2018. • The scheduling of March break through the Easter weekend included the Good Friday statutory holiday therefore there will be a school closure day on Friday My 18, 2018 to account for this day. • PAC Executive set meetings for the 2017-2018 school year for Tuesday evenings, alternating between executive and general meetings. • Tentative date for Selkirk Royale was discussed. 	Shannon Burton will add PAC meeting dates to the school calendar.

Adjournment: 7:51PM

NEXT MEETING – GEN: Friday June 16, 2017, 6:30 pm