

École Jules Quesnel Parent Advisory Council Minutes

Tuesday, September 11th

Co Chair: Heather Brunt
Extra-Curricular: Valerie Bird
Co Chair : Nina Lakhani
Athletics Coordinators: Lori Durward & Julie Beaumont
Treasurer: Katy Howden, Amy Disbrow & Monica Jacobs
Parent Volunteer Coordinator: Nina Lakhani
Community Events: Mylen Gagnon & Natasha Dickson
Secretary: Kerry Nevard
Parent Ed. Coordinator: Lauren Mann
Web & Communications: Lu Vo
Senior Trip Liaison: Corinne Taylor
Fundraising Policy Coordinator: Ann Madden
DPAC Rep:

AGENDA

7pm Welcome
7:05 Introductions and review of roles
7:15 Treasurer's Report: opening balance
7:20 Direct donation explained and plan laid out.
7:30 Goals for this year (You are welcome to bring your thoughts!)
7:40 Playground feasibility and plan
7:50 Welcome Back BBQ review
8:00 Volunteer Coordinator: Class parent roundup, volunteer jobs laid out
8:10 Web plan. Munch a Lunch?
8:20 Review of current fundraising policy for new members (Ann?)
8:30 Extracurricular report
8:40 Grade 7 plan (Corinne?)
8:50 Questions!
9:00 Adjourn

Coming Up:

Welcome Back BBQ Friday Sept 14th
Meet the Teacher Thursday Sept 20
Direct Donation
Playground kick off
Staff Welcome Back Lunch

Meeting start time: 6:45pm
Introduction of Roles

Treasurer report:

As of Aug 31, 2018 we have \$38, 850.38 in our account.

Bursary acct. \$35,154.94

Gaming \$947.76

Technology - \$1243.45

Choir \$565.97

New - coming in: School improvement - \$18,795.29

Direct Donation

Direct Donation \$100 per child as each family is able. Email Ask is going out soon.

100% participation goal or \$26,000 in order to fund all of our programs.

This year, we are planning to get the word out right away to get the money in faster. BUT the curve ball is that the VSB will no longer issue tax receipts to individuals. We can say that we won't be able to issue the tax receipts but it will limit the amount of donations we get. No solutions yet.

Budget

Community events, sports equipment, greening, graduation, maintenance of music equipment, playground equipment, parent education, tennis lessons, etc. all paid for by PAC.

Goals for this year -

1. Need to spend playground fund - \$18000+ left. PAC has chosen a playground piece for the back play area meant for grades 4-7 for \$30,000 includes installation supervision - parent community will be asked to volunteer to install with a supervisor (cost \$3000). Need an additional \$5000(?) for materials ie. concrete etc. Need to ask VSB grounds people for tools etc. Can we get 'at cost' price on concrete? Treasurer will examine whether it is worth it to supplement the remainder of what is needed from operating budget.

2. Lu Vo (website) is leaving us end of this year so Tony - grade 7 and 3 parent might take over. Heather will approach Tony.

3. Munch Lunch - should we purchase ordering platform for hot lunch, pizza, grad tickets etc. Is it feasible? Group determined that we should set this aside for now as it is expensive and arrange for Lu's replacement (hopefully Tony) in there as soon as possible. Goal is to have sorted by Christmas.

Welcome Back Barbecue this Friday 3-8pm

There will be three large inflatables. If it's raining two of them can go into the gym. Grade 7's will do the bbq. There will be a cake walk. One email blast from Heather about this to ask for cakes etc. will go out to parents.

Volunteer coordinator - Nina

Class parents request went out today that asks previous class parents if they would like to volunteer again or if they know anyone who would like to do it.

Fundraising Policy - Ann

Ann has created a detailed document that outlines our fundraising procedures. This will limit enormous amounts of fundraising done without much structure - i.e. loads of bake sales, freezie sales etc. It will control timing and nature of fundraising so as to avoid fundraising fatigue - coming from parent polls. Choosing fundraisers that are focused on bringing the school community together and bringing in the most money for the least effort on all sides is the goal.

These fundraisers are valuable especially for the Grade 7 Quebec trip - among other things, it helps support bursaries for those who can't pay the full amount.

Question: On website - Do we need to be transparent about where the money goes ie. pizza, hot lunch, welcome back bbq etc. or can we just mention once at the beginning. Policy question. Answer: Yes we need to identify that the proceeds for ie. pizza lunch go to the Grade 7 Quebec trip but it can be diminutive so as to not cause parents' fundraising fatigue.

Extra curricular - Valerie

Overview - After school programs:

Young Rembrandts

Vancouver Youth Theatre

Sea Smart

Sportball

Mad Science

Intro to Magic

Applications are Oct 1 + May 1

Valerie is looking for someone who can assist with front line communications, web. Needs help at application season. Gathering criminal record checks, questions, reaching out on the ground and emails. See extra curricular web page.

Odd jobs - People needed

DPAC rep - goes to district pac meetings and reports back to the group

Choir reps - coordinating parents for each grade level

Need volunteers in library

Pump up balls in the gym

Yearbook

Nature Club

Athletics coordinator - Lori is leaving. Julie will remain. Previous athletics coordinators from QEA may help. Heather will email them.

Grade 7 Fundraising Plan

Hot lunch - PAC reconfigured the menu so that it contains healthier options - as of today all approved. Waiting for the link to go up.

Welcome Back BBQ: There will be a cake walk at the bbq on Friday - one blast will go out.

Formal plan needed for separate Grade 7 fundraising guidelines... Ann will connect with them to ask for this.

Staff Welcome Back Lunch - when should we do it - late September. need a date. Stella will advise. Welcome our teachers back and let them know they have classroom money to spend. Lunch program company comes and caters it so need some lead time.

Tuesday will be meeting days going forward - second Tuesday of each month. 7-9pm General PAC meetings will be once per term. 3 meetings. Includes AGM

Sept 27th will be first general meeting 7pm. Library. 7-8pm.

Meeting adjourned 8:45pm