

James Bay Community School

PAC Meeting Minutes

Sept 12, 2018 6:30pm

In Attendance: Lindsay Swan, VP; PAC Exec: Carrie Peter, Chair; Corinne Robinson, Secretary; Melissa Haines, MAL; Andrea Woodrow, Stephanie McRobb, Vice Chair; Richelle Funk, Treasurer; Veronika Smelova, MAL

1. Welcome & Introductions

2. Approve Agenda & Minutes of Jun 20, 2018 meeting.

MOTION: to accept the Minutes, Moved by Melissa, 2nd by Stephanie. Passed.

REPORTS

1. Vice Principal's Report- Extra 11th division has been confirmed. District needs to wait til first day when students physically show up at school before they can approve more divisions. Makes smaller class size which is great. Lots of good split class arrangements. There were 10 families on waitlist, which is a stressful situation, but we were able to accommodate them all. Enrolment is around ~220. Every class is full. Not much staff turnover this year, which is nice. Upcoming events: Cross Country running is coming up soon. **'Meet the Teacher/Welcome Back Corn Roast'** next week, **Sept 19, 5:00 – 6:30pm.**

2. PAC Chair Report- Welcome back to everyone!

Volunteer Form Checklist has been updated since June. Carrie and Andrea will do final edit so we can give it to Anna and send it out soon. Andrea has offered to help organize the collected data.

Dickens Fair, Dec 1: Carol Elliot (coordinator) has offered us a Craft Table in exchange for running the Kid Zone again. Andrea is willing to do the Craft Table! She will work on craft ideas for things we can make in the fall...possibly something with library mural images. Corinne will ask Tiffany if she can do the Lego again.

This **Monday Sept 17 Pro-D** – Carrie will bring muffins to staff as a thank you/welcome back 😊

Corinne has applied for Thrifty Card to have on hand to help with events like this.

Corinne confirms that our school PAC website is updated with descriptions of Executive Roles & Responsibilities, PAC Constitution & Bylaws, and will update list of 2018/19 Executive names.

White Hatter Social Media presentation was confirmed for Oct 11. Brandon Lauer will do the presentation. Grades 4/5 have morning time slot (9:30 – 11:00am). Southpark students will have afternoon presentation at their school. We will host the joint presentation for Southpark & James Bay parents here at James Bay, from 6:30 – 8:30pm.

We offered to host babysitters here in the strong start room and split the cost with Southpark. Andrea Woodrow has offered to babysit! We will consider sourcing additional help (maybe an EA or Centre staff?). Each school should RSVP the number of parents requiring childcare ahead of time. Corinne will ask Starbucks for donation for that night, plus we can use the Thrifty card to provide snacks.

We will look into sourcing possible funding contributions for our White Hatter presentation, by asking local tech companies. Richelle has offered to talk to Dan Gunn, Executive Director of Viatech for possible sponsorship.

Corn Roast PAC Dessert table: Corinne will organize napkins/cutlery etc ahead of time in the PAC cupboard, and setup tables, banner, Starbucks coffee.

Corinne will ask Anna to send out a call for Bakers if we can't find enough by word of mouth in the next couple days. Need at least 10 people to bring 2 dozen portions (last year we sold 200+ portions).

3.Treasurer's Report- Monthly financial report N/A at this time. Richelle will connect with Bruce. We have the forms to update our Authorized Signing Officers. Bruce & Laurel's names will be removed and Stephanie & Richelle will make bank apt's to have their names added.

We usually hear how much our Gaming Grant will be by end of Sept, so we will then be able to plan our 2018/19 Budget. **Executive Budget Planning Meeting planned for Wed Oct 3, 7:00pm in the school library.**

Library –Ms. St. Denis added nearly 500 new books this year. Ms St. Denis was wondering if the PAC would make a large donation (\$800+) like we did in past years. We will need to look at our budget first.

We need to confirm childminder for the year! We feel a younger teenager with training would be acceptable as long as parents are aware ahead of time.

Next PAC meeting: Wed Oct 10 @ 6:30pm

Meeting Adjourned: 7:30pm