

Collège Béliveau Parent Advisory Council Meeting

Tuesday, June 5, 2018 – 6:30 PM

Minutes

PRESENT: Lisa Knight, Gilles Mousseau, Diane Lamoureux, Joyce Plante, Therese Houston, Tina Choy-Pohl, Cheryl Pilek, Donna Watson, Jennifer Cairns, Sheila Holden, Suzanne Gibson

REGRETS: Helena Zutter, Joe Barkman, Anita Gregoire, Janice Bernardin, Karla Petri, Michelle Petit, Aga San Juan, Brianne Pearase, Claudette Thibert, Jocelyn Ratte, Wendy Bowen, Crystal Poirier, Sharon Brennenstuhl, Vanessa Defoort, Michelle Jonson, Jen Dube.

CALL TO ORDER – 6:50 PM by Lisa Knight

1. ITEMS TO BE ADDED TO THE AGENDA - None

2. APPROVAL OF MINUTES – May 8, 2018 MEETING

*Motion: To approve minutes of May 8, 2018 meeting.
Moved by Jennifer, seconded by Sheila.*

PASSED

3. BUSINESS ARISING FROM THE MINUTES - None

4. TEACHER'S REPORT - None

5. NEW BUSINESS – None

6. CORRESPONDENCE AND ANNOUNCEMENTS – None

7. COMMITTEE/LIASON UPDATES OR REPORTS

Parent Volunteer Committee – No report

Fundraising Committee – Will do Show and Save in September. Farm to School – slated for Thursday, October 4th.

Staff Appreciation - No report

8. CHAIR'S REPORT – Lisa indicated that PAC had a good year and thanked everyone for their support. Joyce stated that she enjoyed her time on PAC.

9. TREASURER'S REPORT

- Bank balance \$ 6,999.36.
- Surplus funding is being held to support a new water fountain for the 2nd floor and for a wireless microphone.
- See attached report.

Motion: That PAC provide \$500 to the school lunch program.

Moved by Tina, seconded by Therese.

PASSED

10. ADMINISTRATION'S REPORT

2018-2019 Staffing

- Staffing is ongoing and should be completed by the end of June.

Student Activities

- June 4-6 Grade 12 Français Provincial Exam
- June 7 Extracurricular Sports Banquet – 12:15 pm-1:15 pm
- June 12 Provincial Exam - Grade 12 Pre-Calculus Math 40S
- June 12 Grades 7/8 Guitar Concert
- June 13 Provincial Exam - Grade 12 Essential Math 40S
- June 14 Grades 10-12 Soirée Guit-arts
- June 15 Cudapaloosa – Grades 7-12 – Afternoon (Weather permitting)
- June 15 Grade 12 Friendship Day – St. Vital Park
- June 18-20 Grade 8 Pioneer Camp – Shoal Lake
- June 18-22 Assessment Week – Grades 9-12
- June 25 Graduation Banquet and Ball – Marlborough Hotel
- June 27 Graduation Ceremony – Evangelical Church on Lagimodière 3:30 pm
- June 28 Béliveau a du talent – Grades 7-8 – Afternoon
- June 28-29 Report Card distribution
- June 29 Early Dismissal – Last Day of School

11. PARENT QUESTIONS

- **How many students will be invited to the extracurricular sports banquet?** Approximately 180 students.
- **Are ultimate players supposed to return their jerseys?** Gilles will ask the gym teachers.
- **With the new school logo, will new jerseys need to be purchased?** The jerseys will be gradually replaced.
- There was a discussion about graduation ceremonies and events.

1. **OTHER** - Nothing

2. **ADJOURNMENT** – 7:26 p.m., moved by Tina, seconded by Therese.

NEXT MEETING DATE – Tuesday, September 11, 2017 - 6:30 PM AGM, 7:00 PM Regular Meeting

Parent Committee Email: collegebeliveaupac@gmail.com

Collège Béliveau Parent Advisory Council Interim Statement of Financial Position (Balance Sheet) May 31, 2018	
ASSETS:	
Cash	\$6,999
Accounts Receivable	\$0
Total Assets	\$6,999
LIABILITIES & NET ASSETS:	
Total Liabilities	\$0
Net Assets	\$6,999
Total Liabilities and Net Assets	\$6,999

Collège Béliveau Parent Advisory Council Bank Reconciliation as of May 31, 2018	
Bank balance, May 31, 2018	6,144.45
Add: Deposits in process/Receivables	
Glenlea Greenhouse & petty cash	854.91
Total Additions	854.91
Less: Outstanding cheques/Payables	
N/A	-
Total Deductions	-
Book Balance, May 31, 2018	6,999.36
Verification:	
Starting Book Balance, May 1, 2018	7,360.01
Cash Receipts & Accts Receivable	855.05
Cash Disbursements & Accts Payable	(1,215.70)
Book Balance, May 31, 2018	6,999.36

Prepared by:
Tina Choy-Pohl
05-Jun-18

Collège Béliveau Parent Advisory Council Interim Statement of Operations (Income Statement) September 1, 2017 to May 31, 2018						
	YEAR-TO-DATE			2017/18		
	ACTUAL	BUDGET	VARIANCE	Notes	BUDGET	PROJECTION
Revenue						
Show and Save (net)	2,230	2,300	(70)		2,300	2,230
Farm to School (net)	1,829	1,915	(86)		1,915	1,829
Student Fees @ \$2/student x 590 students	1,180	1,250	(70)		1,250	1,180
Glenlea Greenhouse (net)	833	600	233		600	833
Other Fundraising (net)	1	-	1		-	1
Donations	-	-	-		-	-
Bank Interest	0	-	0		-	0
Total Revenue	<u>6,073</u>	<u>6,065</u>	<u>8</u>		<u>6,065</u>	<u>6,073</u>
Expenditures						
Staff Appreciation Week	222	450	(228)	2	450	222
Other School Climate	-	-	-		-	-
CB en Vitalite	1,500	1,500	-		1,500	1,500
Comedie Musicale	650	650	-	2	650	650
Other Educational Enhancements	-	2,700	(2,700)		3,000	3,000
Council Operations	44	450	(406)	1	500	100
Scholarship	300	300	-	2	300	300
Bank Fees	-	38	(38)		50	-
Other	-	-	-		-	-
Total Expenditures	<u>2,716</u>	<u>6,088</u>	<u>(3,372)</u>		<u>6,450</u>	<u>5,772</u>
NET INCOME (LOSS)	3,357	(23)	3,380		(385)	301
Opening Net Assets, Sep 1, 2017	<u>3,642</u>	<u>3,642</u>			<u>3,642</u>	<u>3,642</u>
Net Assets Available, May 31, 2018	<u>6,999</u>	<u>3,619</u>			<u>3,257</u>	<u>3,943</u>
Notes:						
1. Main expenditures are MB Assoc of Parent Councils, Cdn Parents for French, AGM						
2. Expenses related to staff apprec week, musical and scholarship to be paid in May 2018.						

Additional Notes:
N/A

**Collège Béliveau Parent Advisory Council
2017/18
Cheque Register / Reconciliation of Funds
May 31, 2018**

Beginning balance - September 1, 2017 **\$3,641.97**

Deposits:

14-Oct-2017	✓	Farm to School	Fundraiser	4,102.00	
14-Oct-2017	✓	Show & Save	Fundraiser	8,557.00	
19-Oct-2017	✓	Farm to School	Returned Cheque - M. Stewart	(22.00)	
30-Nov-2017	✓	Student fees	Student fees \$2/student x 590		
30-Apr-2018	✓	Interest	ACU April interest	0.04	
10-May-2018		Farm to School	Cash re returned cheque - M. Stewart	22.00	
10-May-2018		Other fundraising	Glenlea Greenhouse	832.91	
31-May-2018		Interest	ACU May interest	0.14	
				13,492.09	

Disbursements:

Chq #

26-Sep-2017	✓	198	Gilles Mousseau	Farm to School (invoice)	(1,949.00)	
23-Oct-2017	✓	199	Show & Save	Show & Save (invoice)	(4,440.00)	
30-Nov-2017	✓	200	College Beliveau	Student Allowance NET of student fees	(1,030.00)	
05-Dec-2017	✓	200	College Beliveau	CB en Vitalite	(1,500.00)	
10-May-2018	✓	1	Lisa Knight	Mariette retirement, Staff Appreciation	(82.75)	
10-May-2018	✓	2	Therese Houston	Staff Appreciation	(182.95)	
10-May-2018	✓	3	College Beliveau	Comedie Musicale	(650.00)	
10-May-2018	✓	3	College Beliveau	Scholarship	(300.00)	
					(10,134.70)	

Ending balance

\$6,999.36