

**École St. Germain Parent Advisory Council
Annual General Meeting**

Wednesday June 4, 2014, 7:00pm, ESG Library

Meeting Minutes

Attending: Mme. Amy Haworth, M. Alain Nault, Susanne Dandenault, Dana Forsyth, Nicole Hohner, Alison Huppe, Audra Peters, Jan Thiessen, Mare Richardson, Meaghen Shangreaux, Cindy Baerr, Lorelei Douglas, Tracy Igonia, Melonie Cleutinx

Regrets: Heike Sobkow, Denise Pope, Bev Padeanu, Sharon Coughlan, Lisa Brown, Inga Sif Kristjansdottir, Marcia Neufeld, Aimie Panteluk, Nicole Medland Jodi Dick, Michelle Lagadi, Suzanne Suzio

1. Call to Order: 7:02 pm

2. Approval of Agenda: motioned by Audra Peters, seconded by Lorelei Douglas. PASSED

3. Approval of Minutes for May 2014: motioned by Alison Huppe, seconded by Mare Richardson. PASSED

4. Welcome all members and guests – no new guests

5. Treasurer's Report – End of Year Report – See Appendix A

6. Unfinished Business:

- Dana took care of the flowers in front of the school– they look great!

7. Administrator's Report:

- Joint recommendation was made from a few parents of each school (Ecole St. Germain and Julie Riel) to see what would be reasonable and fair, as well as make sense to send to Ecole George McDowell PAC to help them start their PAC. Recommendation was made for each PAC to give \$2000.00. This will happen in the fall.

Dates:

- June 9th Grade 5 and 6 Leadership outing for Patrols and Lunch
Monitors going to Mini U again this year.
- June 9-14th Trip to Québec
- June 20th Field Day
- June 25th Grade 8 Farewell
- June 26th Report cards
- June 27th End of year school assembly. Early dismissal 2 pm

- Consultation with PAC regarding changing annual concert to spring (April). Between sports seasons, better time of year for families and teachers. Everyone liked the idea.
- STAFF FOR 2014-2015

ADMINISTRATION

Principal: Amy Haworth
Vice-Principal: David Charney

KINDERGARTEN

Joanne Girard
Shannon Best

GRADE 1

Lise Marcoux
Lynne Braun
Lisa Harrison
Natasha Gingras

GRADE 2

Carole Morin
Randi MacLean
Christopher Prescott
Danica Ritchot

GRADE 3

Joanne Hunt
Janelle Kirouac
Michelle Gnutel

GRADE 4

Joël Marquis
Nerissa Brownridge/David Charney

GRADE 4/5

Chantal Harel

GRADE 5

Valerie Allard
Janelle Alderson

PHYSICAL EDUCATION

Nicole Cloutier
Stéphanie Michiels

MUSIC

Jennifer Engbrecht
Stéphanie Michiels

STUDENT SERVICES

Jeanne Rémillard
Joëlle Émond
Ginette Paillé

LIBRARY

Lynn Fajardo (Teacher Librarian days 1-3-5)
Louise Soko (Library Assistant)

SECRETARIAL STAFF

Lise McKellar
Nicole Dusablon

CUSTODIAL STAFF

Alain Trudel
Carol Armstrong
Christine Craig

8. Year End Committee Reports:

- **Treasurer's Year End Reports** – good year, all was balanced.
- **Education Committee** – no report
- **Environment Committee** – no report
- **Fundraising Committee** – very successful fundraising year.
Peak of the Market (September/October) - \$2,985
QSP Magazine Campaign (October/November) - \$2, 440 (amount confirmed by QSP rep)
Show and Save coupon book (September) - \$1,872 (208 books sold at \$9 profit per book)
Sobey's Gift Cards (April) - \$4000
Fundraising Total - \$11, 297
Donations in Lieu of participating in fundraising initiatives - \$670.00
Fall BBQ – although not a fundraiser it does raise money for PAC - \$1500 (approx.)
Total Revenue: \$13,467
This year we sent home the Peak of the Market and QSP Magazine campaign information at the same time.

The Peak of the Market was form for both ESG and the Quebec 2014 fundraising committee

Both Show and Save and the Sobeys Gift Card campaigns were run in unison. ESG Fundraising Committee ran both campaigns alone. (Usually the Grade 8 Quebec Trip would run the Sobeys Gift Card campaign with us, but this year dates did not work for us to do it together.)

- **Chairperson's Year End Report** – Thanks for a great year.

9. New Business:

- **Election of new Executive**
 - Chair, vice-Chair, Treasurer, Secretary (ies), volunteer Coordinator, French Cultural Coordinator
 - Names put forward:
Chair – Susanne Dandenault
Vice Chair – Sharon Coughlan
Treasurer – Jodi Dyck
Secretary – Nicole Hohner/Michelle Lagadi

Any other nominations? Seeing none, all executive is in by acclamation.

- **Babysitting 2014-2015:** any children of parents that will be attending PAC in the fall? Jan Thiessen's children will help for the September meeting.
- **Committee sign up 2014-2015** – sign-up sheet sent around. Looking for chairpersons for the committees.
- **September 2014-2015 PAC Open House** – September 10th will be the first PAC meeting, as well as the Open House. The Open House will happen half an hour before the meeting. Meetings will be the first Wednesday of each month.
- **Fall BBQ** – Is there interest for next year? Majority agreed there was, it was agreed the BBQ would be held on the evening of September 25th.
- **Motion re: Annual Financial Commitments – 2014-2015** – conversations about scholarship money as well as grade 8 Farewell. **Motion was made by Jan Thiessen and seconded by Melonie Cleutinix to accept financial commitments as written pending further review at the fall meeting. PASSED**

10. **Next meeting** – September 10, 2014 - 6:30 p.m. will be the Open House with meeting following at 7:00 p.m.

11. **Adjournment:** 7:45 p.m.

APPENDIX A

Ecole St. Germain Parent Advisory Council				
May 2014 Financial Statement				
Account Balance at May 1, 2014				\$14,299.56
Credits:				
		Interest	\$0.70	
		Donation in lieu of fundraising	\$35.00	
		QSP refund cheque	\$367.30	
		Total Credits		\$403.00
Debits:				
	#178	Babysitting- May 2014	-\$20.00	
	#179	Show N Save Fundraiser	-\$2,288.00	
		Re-order more cheques	-\$30.91	
		Total Debits		-\$2,338.91
Account Balance at May 31, 2014				\$12,363.65
Plus Future Income				
		Total Future Income		\$0.00
Less Future Commitments:				
		Greening Project	-\$431.65	
		Shrubs	-\$257.38	
		CJS Scholarship 2013/2014	-\$500.00	
		Student Leadership (patrols, etc.)	-\$1,100.00	
		Babysitting for PAC meetings	-\$180.00	
		Staff Appreciation Week	-\$400.00	
		Grade 8 Farewell Dinner (\$15/student)	-\$810.00	
		PAC costs	-\$250.00	
		Microwaves	-\$58.74	
		Book Club	-\$200.00	
		ESG field day	-\$1,500.00	
		EGM PAC start up fund	-\$2,000.00	
		Total Debits		-\$7,687.77
Total Funds Available				\$4,675.88