

September 27, 2017

Ecole Lac des Bois PAC Meeting

Amy Heise	Andrea Makowichuk	Anne Smith	Deanna McLeod
Chantelle Coustol	Angela Shymanski	Bonnie White	Sheila Lewis
Melissa Steidle	Nicole Laferriere	Salena Beliveau	Richard Park
Natsuko Komine Crenje	Jodi Nelson	Sherri Latimer	Lindsey Stoltz

1. **Welcome**

- a.) Call to order at 2:51pm
- b.) Adoption of agenda for May 17, 2017: Motioned by Richard Park; seconded by Bonnie White. All in favour, motion passed.
- c.) Motion to adopt minutes by Angela Shymanski, Melissa Steidle seconds. Everyone in favour, motion passed.

2. **Executive reports**

- a.) President- Amy Heise
 - Please remember to fill out the volunteer form and criminal record form if you plan on volunteering with the school. Please also remember to sign in/out at the office when you're in the school.
 - Please fill out Conduct for Volunteering with Ecole Lac des bois PAC.
- b.) Vice President- Bonnie White - No report
- c.) Secretary- Andrea Makowichuk – No report
- d.) Treasurer- Deanna McLeod
 - (1) Gaming- \$1912.13 not all available to spend.
 - (2) General- \$16250.14
 - (3) SIG- \$475.00
 - (4) Paypal - \$5
- e.) DPAC Representative – Foodsafe Oct 8 \$25 covers book and certificate
 - Springwood school at full capacity
 - parents facing huge issue at duchess park, any current grade 7 students will not have space for all classes.
 - Edgewoods parking has been angled to accommodate more vehicles
 - Richard Park has volunteered to be DPAC Rep for the year

3. **Principal's report**

- See attached document

4. **Old Business**

a.) Letter of Conduct Initiative - Just a reminder to all parents who want to volunteer with the PAC need to sign one of these forms. They are available in the office.

b.) Emergency Protocols- Reason for change is so school is in alignment with first responders. Language has been changed to make the protocol easier to understand. If there is an issue, it will be updated on the district website. Lockdown practices will have notices given in case students are sensitive

c.) Playground Update - Picnic Table and buddy bench were in the original plan to be installed but were taken out of the invoice. We will be looking at installing them this year. Deanna will contact the district to arrange a meeting, deciding where to place tables and benches later this year.

5. New Business

a.) Fundraising schedule

i) QSP- We are having issues making contact with QSP. Andrea and Amy will be taking over this year. QSP information will be going home asap.

ii) Created by kids- Anne and Bonnie are working on dates for when fundraiser will begin. Amy will talk to the staff about ideas and expectations as this fundraiser money goes directly to the staff.

iii) Purdys- Information packages will be going out soon for the Christmas fundraiser. Orders will arrive the first week of september.

iv) Save-On Gift Cards- Year round fundraising. Buy Save-On gift cards at customer service desk and use to buy your groceries. We will get 4% back.

v) Boston Pizza- Have your receipt stamped and return to Boston pizza box on the PAC board at school.

b.) Lac des Bois Website- We will no longer be using munch a lunch as they aren't using PayPal anymore. Deanna signed us up for www.Hotlunches.net. Pac minutes, emails, etc can also be posted on this website. Our school website will be ldbpac.hotlunches.net This website will be set-up asap.

c.) Hot Lunch - Hot lunch intake will be two or three times this year. First one is for Oct/Nov. Paypal fees will be incorporated in the cost of hot lunches.

d.) Budget- Please find budget attached.

-Deanna McLeod motions to adopt the 2017/2018 budget, Angela seconds. Everyone in favour, motion passed.

e.) Funding Guidelines- Document was put together to explain which things can be funded.

Individual classroom activities aren't generally funded as it may not benefit each student. Please find the Funding Guideline attached.

Other Business:

Natsuko has a fundraising idea for reusable snack bags (Colibri) she would like to start program asap. She will send an email to the company for them to send the information

-Option to donate money instead of receiving constant fundraisers home. Will look at adding that option to the PAC website.

Meeting adjourned at 4:30pm