** ÉCOLE SACRÉ-COEUR PARENT ADVISORY COUNCIL**

**GENERAL MEETING MINUTES**

**April 22th, 2025**

**In attendance:**  Susan Radstrom, Jessica Howison, Maia Graham-Derham, Andrika Tittenberger, Daniel Simeone, Simon Bickle-Tapper, Lydia M-Vondo, Elizabeth Proskurnik, Stephane Gautron, Melissa Champagne

**Regrets:**

| **Agenda Item** | **Discussion** |
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| **1. Welcome:**  **- Andrika** | Meeting called to order at 615PM  Andrika taking notes as secretary for the meeting.  Grade 8 students gave a presentation about their fundraising efforts around end of year Camp activity and asked for support from the PAC in the amount of $800. |
| **2. Approval of Agenda:** | Those present introduced themselves and the agenda was reviewed and approved. |
| **3. Administrator’s Report** | M. Gautron indicated that he was continuing the process of developing a school plan and will be approaching the parent community for further input in the near future. |
| **4. Financial update** | The two PAC bank accounts have been merged into one main account. Authority remains with Andrika and Susan and will be transferred to a new executive before the end of the school year. |
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| **5. Executive Elections** | Elections were held for the positions that were outlined at the last meeting and reviewed this meeting. The following motions were made and approved unanimously by the attendees:  Maia GD nominates Jess Howison to be PAC treasurer. 2nd by Simon BT. moved  Jess H nominates Maia Graham-Derham as PAC chair. 2nd by Simon BT. moved  Andrika T nominates Daniel Simeone as PAC secretary. 2nd by Jess H. moved  Maia GD nominates Simon Bickle-Tapper as PAC Vice-Chair. 2nd by Daniel S. moved.  Maia GD nominates Elizabeth Proskurnik as PAC Member at Large. 2nd by Jess. moved.  Andrika T nominates Susan Radstrom as PAC Member at Large. 2nd by Daniel S. moved.  Elections were successful in establishing a new Ecole Sacre Coeur Parent Advisory Council, who will remain in office for a full calendar year or the next PAC AGM, whichever is later.  **Chair: Maia Graham-Derham**  **Vice-Chair: Simon Bickle-Tapper**  **Treasurer: Jess Howison**  **Secretary: Daniel Simeone**  **Members at Large: Elizabeth Proskurnik and Susan Radstrom** |
| **6. Other Business** | * The role of the ESC PAC was discussed in general terms with reference to the Department of Education documentation under the Public Schools Act. This will be an ongoing discussion at upcoming meetings. Other ideas that came up were class captains, communication with parent community, PAC email account, stored files, and past role(s) of ESC PAC. * A calendar of school events was requested so that PAC can start looking at ways in which to support the school community Past examples were end of year BBQ, pancake breakfast, family game night. * The presentation by the grade 8 students was reviewed and the following motion was discussed and voted upon.   Simon BT moves that the PAC match up to a maximum of $800 the funds raised by the Subway fundraising activity. This donation will be provided to the grade 8 camp fund. 2nd by Maya. moved   * The report from the divisional advisory councils general meeting on April 17th was given by M. Gautron and a survey was provided to PAC for future discussion. The division’s new nutrition program was the most discussed topic of that meeting. * Discussion around meeting responsibilities including providing snacks and babysitting. Andrika T. arranged for these at this meeting and will continue to do so at the discretion of the PAC executive. Leftover food from the meeting to be given to school staff and/or students. Andrika will provide receipts for the meeting costs.   Maia GB moves that the PAC reimburses Andrika T. up to a maximum of $120 for the snacks and babysitting provided for the meeting. 2nd by Jess H. moved |
| **7. Next PAC Meeting:** | May 26th, 2025 at 530pm |
| **8. Adjournment:** | Meeting adjourned at 6:38pm. |