



**ÉCOLE SACRÉ-COEUR PARENT ADVISORY COUNCIL**

**GENERAL MEETING MINUTES**

**January 19, 2023 online using TEAMS**

**In attendance:** Susan Radstrom, Jenny Kidder, Andrika Tittenberger, Meagan Robinson, Lisa Calvez, Monica Zurrin, Cristina Dias-Acquisto, Michelle Rudachek, Krystal Payne, Daniel Simone, Sandra Mutch, Sana Nyoli, Leah Yeboah, Roxanne

**Regrets:**, Ronald Sison, Mibrak Tsegay, Dayna Nickle, Lydie M’Vondo,

**Welcome and Call to Order at 7:05pm** - Susan

**Land Acknowledgement** - Susan

Agenda Item	Discussion
<p><b>1. Review and approve minutes from previous meeting October 19, 2022, November 16, 2022 and December 15, 2023</b> - Susan</p>	<ul style="list-style-type: none"> <li>- Motion to approve the October 19, 2022 meeting minutes as presented by Susan and seconded by Andrika. All in favour – yes, motion passed.</li> <li>- Motion to approve the November 16, 2022 meeting minutes with the change of keeping the records for 7 years and not 3 years presented by Susan and seconded by Meagan. All in favour – yes, motion passed.</li> <li>- Motion to approve the December 15, 2023 meeting minutes as presented by Susan and seconded by Andrika. All in favour – yes, motion passed.</li> </ul>
<p><b>2. Principal and/or Vice-Principal Report</b> - Lisa</p>	<ul style="list-style-type: none"> <li>- Mme Kutcher (Grade 8 teacher) has been appointed to Acting Vice Principal at École Riverview until May 1, 2023. The school has a guest teacher lined up until Feb 26, 2023 and is looking for another guest teacher for Feb 27, 2023 – May 1, 2023.</li> <li>- The babysitting course will run on March 17, 2023 from 8:30am-4:30pm. March 17, 2023 is a Parent Teacher Conferences.</li> <li>- Attendance numbers for the babysitting course will be presented at the February meeting so the Parent Council can vote on providing a pizza lunch for those attending.</li> </ul>
<p><b>3. Financial Report</b> - Andrika</p>	<ul style="list-style-type: none"> <li>- All account balances were presented.</li> <li>- There is still \$12 000.00 owing to the Lunch Program. We need to work on getting families to pay their outstanding balances or we will risk not being able to cover payroll.</li> <li>- Payroll every two week sis between \$3000.00-\$5000.00.</li> <li>- Minimum wager increases in April.</li> <li>- Motion to approve the financials as presented by Susan and seconded by Meagan. All in favour – yes, motion passed.</li> </ul>
<p><b>4. Lunch Program</b></p>	<ul style="list-style-type: none"> <li>- Staffing is still an issue. Not enough staff to cover all rooms or cover</li> </ul>

<p><b>Coordinator's Report - Michelle</b></p>	<p>rooms when other staff are sick.</p> <ul style="list-style-type: none"> <li>- Grade 5/6 split classes were causing problems at lunch and have been given different lunch times to separate the grade 5s from the grade 6s.</li> <li>- Some bins that were used for storage for the Before and After school program have been given to the gym teacher to use.</li> <li>- There are 2 locking cabinets that are in really good shape that we need to make a decision on if they are to be kept, sold or donated.</li> <li>- Book keeping papers that need to be kept from the Before and After school program need a home.</li> <li>- Toys that cannot be used for the lunch program need to be donated.</li> <li>- Susan to make an email for families to be able to contact the lunch program coordinator with questions. This will be used by our current coordinator Michelle and will be passed on to future coordinators.</li> <li>- Motion to let Michelle decide what toys are kept and what toys will be donated (from the old Before and After School program) presented by Susan, seconded by Meagan. All in favour – yes, motion passed.</li> </ul>
<p><b>5. Working Group's Report – Susan and Daniel</b></p>	<p><b>a. Central District Advisory Committee (WSD) - Susan</b></p> <ul style="list-style-type: none"> <li>- Parent Council still working on a reply to the proposal due by the end of January 2023</li> </ul> <p><b>b. French Immersion Advisory Committee (WSD) - Daniel</b></p> <ul style="list-style-type: none"> <li>- Daniel took on the Chair role</li> <li>- There was a variety of schools, principals, vice principals and parents present</li> <li>- Budget consultation will be coming soon</li> <li>- They discussed how the French Immersion Plan is structured and ways to implement it over the next few years</li> <li>- Provincial plan coming in May</li> <li>- There's a shortage of French teachers</li> <li>- French Immersion review</li> <li>- How can we boost/retain French Immersion numbers?</li> <li>- Why are children leaving French Immersion?</li> </ul> <p>*If you would like more details please reach out to Susan or Daniel</p> <p><b>c. Other</b></p> <ul style="list-style-type: none"> <li>- Nothing to report at this time</li> </ul>
<p><b>6. Additional items - Susan</b></p>	<ul style="list-style-type: none"> <li>- Susan thanked Leah for all her hard work in the bookkeeper position.</li> <li>- Susan thanked Michelle for her hard work with the Lunch Program.</li> <li>- Susan thanked Lisa, Cristina and all the school staff for stepping in and helping with the Lunch Program when needed.</li> </ul>

**Meeting adjourned at 8:36pm - Susan**

**Next PAC General Meeting: Tuesday Feb 21, 2023 at 6:00pm - Susan**