

# ***Lord Roberts Parent Council Meeting Minutes***

January 7, 2020

**Chair:** Tamara Herntier

**Secretary:** Kendra Monk

**Attendees:** Tamara Herntier, Cristin Ronning, Jason Pope, Amanda Pope, Carmen Fredborg, Leslie MacGillivray, Linda Berry, Brenda Lapointe, Rikke McFeetors, Kendra Monk

## **1. Meeting commences; Greetings/Introductions**

Meeting called to order at 6:37pm

## **2. Approval of the Agenda**

As Brenda was joining us for the first part of our meeting only to discuss the LRPC Constitution changes, we moved her section higher up in the agenda order. Moved by Tammy to approve. Seconded by Carmen. Carried.

- Have meeting
- Send minutes draft to Tammy and admin, can send to other executive as a CC, and part of transparency
- Should provide agenda through email, with minutes
- Then approve minutes at next meeting

## **3. Approval of December's Meeting Minutes**

Moved by Tammy. Seconded by Jason. Carried.

## **4. Constitution**

- The LRPC constitution draft was reviewed, with particular attention to the changes as discussed in previous meeting.
- Brenda helped clarify procedure for sending meeting minutes:
  - 1<sup>st</sup> – send minutes draft to LRPC Chair & school administration – can also send to the other executive LRPC members as a CC on the email, as part of transparency. Edits can then be made as necessary until minutes are agreed upon.
  - 2<sup>nd</sup> – meeting minutes should be sent out to the school in advance of the next meeting, along with the next meeting's agenda
  - 3<sup>rd</sup> – meeting minutes are then approved at the subsequent meeting
- Tammy moved to approve the new LRPC constitution. Kendra seconded. Carried.

## 5. Reports

### a. Admin report:

- Welcome to 12 new students to the school in the last couple weeks
- Admin discussed a shade structure grant through Dermatology Association of Canada. Up to \$18,000 is available. This is something the school would like to consider for the playground. Deadline to apply: Feb. 28th<sup>th</sup>. LRPC executive planned a sub-committee meeting for Sunday, February 2<sup>nd</sup> at 2:00 to discuss applying.
- Prairie Theatre Exchange is coming this month to do the Princess and the Pea.
- The school applied for holdback to the superintendent department, which was approved – will be looking at buying new furniture pieces for the library.
- New initiative started called “mindful recess” – intended to be a quiet, calm place to go to for recess as an alternative should a student wish. This area will include opportunities for silent reading, drawing stations, Lite-Brite, spyrographs, puzzles, stitching, and needlepoint. They will start with intermediate grades (4-6), then offer to primary grades (K-3).
- School recently procured a plastic igloo for the courtyard – kids love it!
- Admin brought forward a thank you card from teachers Teresa Battistoni and Lori S. to LRPC for funding a field trip to Manitoba Theatre for Young People.

### b. Lunch program

- The Lunch Program Coordinator will be sending some letters home to follow up with parents who have not paid fees.

### c. Fundraising

- After this year, Applebee’s will no longer hold the pancake breakfast fundraisers. LRPC will discuss at a later time regarding options for holding a similar fundraiser in 2021/beyond. Currently, we have a pancake breakfast fundraiser booked for March 8<sup>th</sup>. Tammy will inquire with RBC whether they are able to volunteer for this. LRPC made the decision that if we have volunteers from RBC for the event, we will go forward with holding it this year. If we do not have enough volunteer support, we will cancel this year’s booking.

### d. Treasurer report

- Carmen gave treasurer report. (Please see attached image at bottom of minutes).

## 6. New business

### • Budget:

- LRPC Executive called for and held a supplementary meeting to discuss the LRPC budget. The proposed budget that developed from that meeting was discussed.
- It was agreed to keep the treasurer honorarium at the same rate, but to come out of the Lunch Program account versus general LRPC account. Due to that change, that \$1000 was reallocated (increased miscellaneous fund from \$300 to \$1200, and added \$100 to the donation to the school for the library).
- Library donation totaled \$3000.

- Moved by Jason to approve. Rikke seconded. Carried. Carmen to issue cheque to the school for \$3000 towards the library.

**7. Compliments and concerns:**

- Thank you to everyone for coming!
- Thank you to LRPC from Lunch Program staff for the holiday gifts in December!

**8. Next meeting:**

- Feb. 4<sup>th</sup>, 2020 at 6:00 pm.

**9. Adjourned at 8:05 pm.**

Lord Roberts Parent Council

## **Treasurer's Report – January 7, 2020**

Account Balance as of January 6, 2020 = **\$16,835.70**

Lunch Program **\$8,223.97**

General Account **\$8,611.73**

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### **General PAC**

**Action Pac: Remaining Balance \$550.00 – to be used towards field trips grades 1 – 6**

**Expense to date: \$3,503.65**

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### **Lunch Program**

**Revenue: \$16,487.70**

**Expenses: \$8,263.73**