



Lord Roberts Parent Council Meeting Minutes

May 9, 2024

Chair: Sam Harvie
Secretary: Temporary: Megan Janssen and Sam Harvie
Attendance: Dana Petrzelka, Megan Janssen, Kensie Simpson, Toby Cygman, Kathleen Hartie, Cori-Lee Roberts, Dana Baxter

Call to Order

- Meeting started at 6:36 PM.

Approve Agenda

- Kenzie approved agenda; Megan seconded the motion to approve agenda. Carried.

Approve Previous Meeting Minutes

- Megan approved minutes; Kathleen seconded the motion. Carried.

Reports

- Administration
 - We had a wonderful wellness day. Lots of families joined in with their child's classroom to partake in 4 activity stations/teachings centered around the medicine wheel.
 - Amazing turn out at the intermediate spring concert in April – both in the afternoon and evening. The students performed so well.
 - April was poetry month. We had lots of students and staff volunteer to read poems each morning to the whole school.
 - May is music month; We have many student volunteers willing to lead O Canada live daily.
 - We are continuing to use ROAR (respect – on task – acceptance – responsibility) daily as our school-wide expectation anchor. Students recently had common area training on what ROAR means for specific expectations in common areas such as the hallway, bathrooms, library, water fountain, etc. Posters are up all around the school.
 - We're hoping to have the mobile fire safety house here at the end of May.
 - Thank you to everyone who supported the Glenlea Plant Fundraiser. We raised \$865.02. This will help support the Grade 6 Farewell, Camp, and some technology.
 - We have some additional teacher staffing for next school year, so we'll have an additional classroom to lower some class sizes and an additional support teacher.

- Important upcoming dates:
 - Lifetouch Spring Photos - Thursday, May 16.
 - School Closure – Victoria Day – Monday, May 20.
 - Glenlea Plant Pick Up – Tuesday, May 21.
 - Daycare Closure - Friday, May 24.
 - Field Day – Monday, June 3.
 - WSD POW WOW – Rooms 21, 23, 24, 26, 28 – Thursday, June 6.
 - Family Fun BBQ – Thursday, June 6, 5:00 PM – 8:00 PM.
 - No Classes – School Closure – Friday, June 7.
 - Grade 6 Farewell – Wednesday, June 26.
 - Nursery/Kindergarden Farewell – Thursday, June 27.
 - Last Day of Classes – Dismissal 11:30 AM on Friday, June 28.
- Thank you to the PAC executive for all the time and effort this year as well as to the BBQ sub committee. We are very excited for the PAC BBQ. A new executive will need to be voted in at the next meeting/AGM in September 2024. Current members are more than welcome to resume roles so long as their child/children attend Lord Roberts next school year.
- Lunch Program
 - We are projecting surplus of approximately \$3,000.
 - Minimum wage will be increasing to \$15.80 starting in October 2024. We have voted and approved to implement this increase starting the beginning of the school year, September 2024.
 - We are changing the fees from \$35 to \$36 a month, due to bank fees. There is an incentive to pay in full in the month of September 2024. The amount would be \$310 per student from \$360 per student, which would be a difference of \$50.
 - For monthly payments – postdated cheques, e-transfers, etc. - the deadline will be the 20th of each month.
 - We were donated a microwave from the Lord Roberts Facebook buy nothing page.
 - Still looking for a kettle donation.
 - We are looking for help on May 24 for lunch program (11:45AM – 12:45PM), with the offer to volunteer or payment option.

Reports from Representatives from Other Organizations

(Trustee, School Board Member)

- Nothing to report.

New Business

- BBQ updates.
- Set a date for AGM meeting; September 9th at 6:30 PM.
- Kathleen was inquiring about other payment options for next years events.

Unfinished Business for Decision and Action

- Nothing to report.

Compliments and Concerns

- Sam thanks everyone for their hard work this year. A big thank you to the fundraising committee, and bbq sub committee for all your hard work.
- A shout out to Ms. Enns for the wonderful Spring concert she coordinated. Thank you so very much, it was amazing.
- Sam has thanked the lunch program for all that they do and more.
- Kathleen appreciated everyone's hard work and devotion to having these PAC events continue.
- Megan sends a huge thank you to Sam for all her hard work throughout the school year and her endless dedication to making this BBQ happen. It has been a pleasure to work along side you.

Next Meeting Date, Snack, and Adjournment

- Next meeting/AGM will be held on September 9th at 6:30 PM.
- Meeting adjourned at **7:45 PM**. Sam moved to end the meeting; Megan seconded the movement.



Treasurer's Report – May 9, 2024

General PAC

RBC Account Balance as of February 29, 2024: **\$2,324.46**

Expenses:

Bank Fees:	\$8.00
Grade 6 Farewell (unaccounted for funds):	\$304

Revenue:

Transfer from LP acct to PAC acct:	\$393
- Popcorn fundraiser funds	
Deposit:	\$160
- Left over popcorn funds. \$60 cash and \$100 cheque from Shoni Madden.	

RBC Account Balance as of May 9, 2024: **\$2,565.46**

Lunch Program

RBC Account balance as of February 29, 2024: **\$14,367.72**

Actual Acct Balance February 29, 2024: \$14,367.72

Revenue:

Parent Dues & Milk Dues 2022-2023:	\$2,357.00
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Expense:

Monthly Fee:	\$3.75
Milk Invoice Payments:	\$275.90
Payroll:	\$6,194.42
Banking Fees:	\$10.80
Lunch Program Supplies:	\$244.88
- E-transfer to Betty Knight	
- Transfer fee	\$1.50
Cheque Printing Fee:	\$29.50
Transfer from LP acct to PAC acct:	\$393

RBC Account balance as of May 9, 2024: **\$9,570.97**

Actual Acct Balance May 9, 2024: \$9,570.97