



Lord Roberts Parent Council Meeting Minutes

September 9, 2024

Chair: Sam Harvie

Vice Chair: Toby Cygman

Secretary and Treasurer: Megan Janssen

Attendance: Dana Petrzelka, Leanne Chernetz, Megan Janssen, Kathleen Hartie, Cori-Lee Roberts, Sam Harvie, Cintia Serra, Cecile Koop, Stacey Quinn, Liting Chen, and Bin Wang

Call to Order

- Meeting started at 6:40 PM.

Approve Agenda

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

Approve Previous Meeting Minutes

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

Reports - Administration

- It's been wonderful to start this school year – many happy faces and smiles
- We had a great turn out at “meet the teacher” on Sept. 3rd and NK interviews last week - thank you to everyone who made it out
- The community report for last school year is posted on the school's website
- Enrollment is currently at 254 with a handful pending
- The division has changed clerical allocations in schools, so we are down from 2 full-time clerks to 1.5. As such we had to say goodbye to Melissa, who we miss already. We have interim help as we are in the hiring process.
- We are continuing to email out our WAG (week at a glance) every Friday with pertinent information for the following week as well as heads-up on some important dates
- We have 2 teachers new to our school, Mr. Vincent in grade 5/6 and Ms. Fast in grade 4
- Terry Fox Run will occur this month as well as learning and recognition for the National Day for Truth and Reconciliation
- Would still like to get digital sign – updates to come on potential divisional support not just PAC support.
- The division usually requests a parent rep for the South District Advisory Council.
- The school continues to roll out ROAR expectations that began last school year. ROAR is our code of conduct (Respect, On Task, Acceptance, Responsibility)

- Our school priority this year is **balance**. We introduced the school and community to the medicine wheel last year and looked at how we can balance our physical health, emotional health, intellectual health and spiritual health. We'll continue to build on that journey and look at balance in ways of teaching and learning such as teacher direction vs student choice, learning through movement and exploration vs stationary work, paper vs technology vs hands-on experiences, collaboration vs independent tasks, etc.
- Thank you to the 2023-2024 parent council executive for all their time and energy last school year and especially the chair, Samantha Harvie for spearheading/bringing back the former school/community BBQ

Lunch Program Report (Lunch Program Coordinator)

- 74 registrations received, expecting 53 more.
- Currently in cheques we have \$3,410, with later this month 252 worth of postdated cheques.
- Minimum wage will be increasing \$15.80 starting in October 2024. We have voted and approved to implement this increase starting the beginning of the school year, September 2024.
- Cash float is higher than we would like it to be. (1,494.20), already spent, 127.72 on food and snacks.
- Milk program we did a school survey for white milk or chocolate milk. We are working on getting a nutrition grant that may be able to help us cover/reduce these costs.
- Implemented new lunch program system, one parent per room lunch table to monitor the kids and grow relationships with them. Looking for two permanent LP volunteers for the school year.

Previous Business – June 2024 BBQ funds

- We voted on how much to donate to the school for general technology. Consensus voted \$,1500.00. Sam put in motion. All approved.

New Business

- Kathleen was wondering if this year's BBQ would consider having a second bouncy castle as the line up for last year was too long.
- Kathleen wanted to know if we could discuss potential funds for a swing set for the playground.
- BBQ updates and discussion on how much it cost and how much we made. Kathleen was hoping to have a more prudent reserve this year.

PAC AGM Voting

- Sam explained in detail each position available for the board.
- Stacey nominated herself as secretary. Cintia nominated herself as back-up secretary. All in favor, approved.
- Megan nominated herself as treasurer. All in favor, approved.
- Cecile nominated herself as Chair and Ashley nominated herself as Vice-Chair. All in favor, approved.
- Chair – Cecile Koop
- Vice Chair – Ashley Cook
- Treasurer – Megan Janssen

- Secretary – Stacey Quinn
- Vice Secretary – Cintia Serra

Unfinished Business for Decision and Action

- Nothing to report.

Compliments and Concerns

- Sam thanked Megan for helping with the BBQ as well as a thank you to the sub committee and all others who helped make the BBQ a success.
- Megan thanked Sam for all her hard work throughout the year. We couldn't have done it without you.
- Kathleen thanked Sam for bringing the BBQ back. Kids had a great time.

Next Meeting Date, Snack, and Adjournment

- Next meeting will be held on November 4th at 6:30 PM.
- Meeting adjourned at **7:36 PM**. Sam moved to end the meeting; Megan seconded the movement.



Treasurer's Report – September 9, 2024

General PAC

RBC Account Balance as of April 30, 2024: **\$2,565.46**

Expenses:

Bank Fees:	\$12.00
Grade 6 Farewell 2023-2024 Year:	\$100
Treasurer Honorarium:	\$100
Staff Appreciation:	\$214.51
BBQ Expenses:	\$1,901.08

Revenue:

BBQ Fundraiser Funds:	\$2,746.15
BBQ Return (pop):	\$17.31

RBC Account Balance as of August 31, 2024: **\$3,869.94**

Lunch Program

RBC Account balance as of April 30, 2024: **\$9,570.97**

Actual Acct Balance April 30, 2024: **\$9,570.97**

Revenue:

Parent Dues & Milk Dues 2023-2024:	\$1,460.00
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Expense:

Monthly Fee:	\$11.25
May & June 2024 Milk Invoices:	\$180.68
Payroll:	\$6,483.76
Banking Fees:	\$5.40
Lunch Program Supplies: (walkie-talkies, white board markers, Ink cartridges, doodle board, and lunch bins)	\$371.13

RBC Account balance as of August 31, 2024: **\$4,292.04**

Actual Acct Balance August 31, 2024: **\$4,292.04**