



École Dieppe Parent Advisory Council

April 18, 2022 Meeting
Virtual Meeting via Teams, 6:30 p.m.

Meeting Minutes

Attendance:, H Lacoursiere, B Davis, R Stevens, K Joss, A Jamieson, K Knapp, M McDougall, S Isaac

Regrets: P Gareau

1. Call to order at 6:35 pm
2. Welcome and introductions
3. Minutes and Agenda
 - a. Additions or amendments to the agenda
MOTION to adopt agenda (K Knapp/K Joss) CARRIED
 - b. Review and adoption of minutes from previous meeting – March 21, 2022
MOTION to adopt minutes (K Knapp/R Stevens) CARRIED
4. Chairs Report (P Gareau) - None
5. Principal/Vice Principal's Report (B Davis/S Isaac) – see attached report.
6. Council Reports
 - a. Lunch Program (S Isaac) - None
 - b. Treasurer (M MacDougall) – See attached report
 - i. Discussion Surrounding fun lunch vouchers and potentially putting an expiry date on them.
MOTION to add to the Fun Friday email that parents who currently have fun lunch vouchers have until April 30th to respond whether they would like the money to go towards milk tickets or if they would like to receive the funds via cheque and if no option is chosen their fun lunch voucher will be donated to the PAC non-committed funds. (M Macdougall/K Knapp) CARRIED
 - c. Fundraising (A Jamieson) – see attached report
 - i. K Bosch letter to go home with students this week.
 - ii. Discussion surrounding how to spend the \$40 worth of Bosch Gift Certificates that were donated last year. **MOTION to donate \$40.00 worth of K Bosch & Sons Gift Card to the kindergarten butterfly project. (A Jamieson/K Joss) CARRIED**
 - d. Safety (K Joss) - no report
 - e. Fun lunch – no report
 - f. Student Wellness (H Lacoursiere) –
 - i. There have been two teachers who have requested money to purchase various outdoor activity items. **MOTION to spend up to \$500 to fulfill the requests of two teachers for the purchase of spring outdoor activities. (H Lacoursiere/K Knapp) CARRIED**
 - g. Building & Grounds – no report
7. Old Business
 - a. Signatures are required at the bank to change/update the signing authority. They will be completed this upcoming week.
8. New Business
9. Announcements
 - a. Friday, April 22nd – PD Day. NO CLASSES



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b. **Next Meeting** : May 16th, June 20th (AGM)

10. Adjournment – 7:14 PM



École Dieppe Parent Advisory Council

Dieppe Parent Advisory Committee
Principal & Vice-principal report
April 18, 2022

- Thank you to all the families who attended our “Doors Open Dieppe” event on April 6.
- Kudos to our staff for shifting to remote so quickly and easily last week.
- We began our second round of class profiles last week. It is a great chance for us to meet with teachers to celebrate the progress of their students through this school year and to identify goals for the remaining few months.
- Starting to think about next year already:
 - Staffing
 - Kindergarten
 - Class formations
- Report cards were available online April 8. We may be piloting a new report card system through Edsby in June.
- We will be doing a lockdown drill on Thursday, April 21 with the assistance of our SRO Constable Laminman.



École Dieppe Parent Advisory Council

Statement of Receipts & Disbursements Dieppe Parent Advisory Council

For the period beginning March 21, 2022 and ending April 18, 2022

RECEIPTS

Bothwell Cheese Fundraiser	Mar 21 (2022.03.2)Munch A Lunch	\$	324.98
Bothwell Cheese Fundraiser	Mar 28 (2022.03.2)Munch A Lunch		1,963.86
Bothwell Cheese Fundraiser	Apr 04 (2022.04.0)Munch A Lunch		1,824.67
Interest	Deposited Apr 01		0.01
Total Receipts		\$	4,113.52

DISBURSEMENTS

CH 552	Staff Appreciation - P.Gareau	\$	1,040.31
CH 553	Mme. Ferguson - Teacher Request		317.01
CH 551	Green Space Project - Principal for the Day		1,840.00
CH 555	Staff Appreciation - A. Jamieson		276.44
CH 550	Mme. Ferguson - Teacher Request		110.00
CH 700	Mme. Johnson - Teacher Request		286.06
Total Disbursements		\$	3,869.82

Beginning Balance, March 21, 2022	\$	13,042.04
Plus receipts		4,113.52
Less disbursements		(3,869.82)
Ending Bank Balance, April 18, 2022	\$	13,285.74

FUTURE COMMITMENTS

	BBQ Balance	\$	2,473.93
	Fun Lunch Vouchers		573.50
	Mme. Sul - Teacher Request		265.00
	Mme. Ferguson - Teacher Request		72.99
CH 685	Fun Lunch Voucher Refund (L. Taylor)		5.50
CH 556	Bothwell Cheese		3,371.00
Total Commitments		\$	6,761.92

<u>TOTAL UNCOMMITTED FUNDS</u>	\$	6,523.82
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PREPAID EXPENSES

2021 BBQ Deposits	Bounc'en Good Times - Inflatable Rental	\$	546.20
	River City Bubble Ball - Winnipeg		52.50
Total Deposits		\$	598.70



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École Dieppe PAC Fundraising Report Apr 18, 2021

1. Bothwell Cheese Fundraiser

- March 1-28
- Orders picked up at school during open house event on April 6, 5-6pm
- Total earned (This total has not been adjusted to subtract the NSF order)
- 280 units sold
- \$0.25 was added to the cost of each unit to offset the credit card transaction fees charged by stripe
- Munch a Lunch made this fundraiser very easy to manage, orders could be exported into a spreadsheet and orders emailed directly to supplier
- Bothwell sorted and packaged the cheese ahead of time

Bothwell Cheese Sales		
Cash/cheque		
Credit Card		\$ 4257.75
CC transaction fees	\$ - 143.64	
Total Sales		\$4,147.11
Cheese Cost	\$-3,371.00	
Bank Transfer fee	\$ - 0.60	
Total Profit:		\$ 775.51

2. K Bosch & Sons Greenhouse

- April 1-24
- 300 total limit requested by K Bosch. At this cap profits are projected to be around \$1,000
- As of April 17, orders were at 78
- Up until April 17, Fun Friday email and social media posts were only form of advertising. Paper handouts seem to be the most effective form of advertising, will request paper handouts be sent home with students asap

3. Yearbook

- 67 copies sold – 53% (127 contracted copies)
- \$20 per book
- Order deadline July 18
- Order at ybpay.lifetouch.ca