

# VISCOUNT ALEXANDER PARENT ADVISORY COUNCIL (PAC)

## Meeting Minutes – September 2023

**Date: September 18, 2023**

Name	Role	Present	Regrets
Lorraine Crawford	Chair	x	
Glenys MacLeod	Principal	x	
Jean-Baptiste Bitwenge	Vice Principal	x	
Erin Kemble	Secretary	x	
Kim Soul	Treasurer	x	x
Caylee Schoonbert	Onsite Hot Lunch Coordinator	x	
Jocelyn MacLeod	Offsite Hot Lunch Coordinator	x	
To be filled	School Grounds Transformation		

Name	Role	Present	Regrets
Georgette Rochon	Member at Large	x	
Jaimie Hutlet	Member at Large	x	
	Parent Participant		

#	Agenda Item	Discussion / Notes	Action Item(s)	Who Responsible	Due Date
1.0	<b>Welcome</b>	• Called to order: 7 pm			
2.0	<b>Adoption of Agenda</b>	• Change date of last minutes to March 20, __Georgette moved to adopt. __ seconded.	Adopt Agenda	Moved: __ Seconded: __	Completed
3.0	<b>Minutes of last Meeting</b>	• Motion to approve minutes from March 20, 2023 meeting, as written. Moved: Georgette, seconded: Jaimie	Adopt Minutes	Moved: __ Seconded: __	Completed
4.0	<b>Matters arising</b>	• New Executive elected			
5.0	<b>Old Business</b>	•			
6.0	<b>Good News Sharing</b>	• A Good start to the year			
7.0	<b>Chair's Report</b> Lorraine Crawford	• Nothing to report other than we're happy to welcome Glenys and Jean-Baptiste.			
8.0	<b>Principals' Report</b> Glenys MacLeod Jean-Baptiste Bitwenge	*	Shared by Glenys MacLeod and Jean -Baptiste Bitwenge.		

			Glenys will send report to Tracey Dionne		
9.0	<b>Treasurer's Report</b> Kim Soul	<ul style="list-style-type: none"> <li>Proposed budget for the 2023-2023 school year will retain tech, wellness and bus service support, as well as staff appreciation budget.</li> <li>ACSL voted to offer two \$500 scholarships to a VMC grade 12 graduate who stays in French immersion. One \$500 scholarship will focus on a civic minded student and the other will be academic focussed.</li> <li>Fundraising must be done, georgette and Jaimie will run one, Lorraine will do another.</li> <li>Emails need to be sent to parents who still haven't paid their hot lunch bills- the ACSL cannot afford to absorb the cost. (over \$600) As of this year no student will receive food than hasn't been pre-paid for to avoid a repeat of delinquent accounts.</li> <li>We owe dominos for staff appreciation pizza</li> <li>We owe Lorraine \$200 for farewell gift cards for Tori and Michael</li> </ul>	Approve budget as is, to be amended later if needed	Moved: __ Seconded: __	
10.0	<b>School Grounds Transformation Committee</b>	<ul style="list-style-type: none"> <li>PAC is looking for a coordinator for this position-someone with experience with grant writing would be ideal.</li> <li>Structure needs to be replaced</li> </ul>			
11.0		•			
12.0	<b>Lunch Program</b> Amy Bain	<ul style="list-style-type: none"> <li>Running well. Grade 8's are eating in their classrooms for now</li> <li></li> </ul>			
13.0	<b>Pizza Lunch Days</b>  Jocelyn MacLeod Caylee Schoonbert	<ul style="list-style-type: none"> <li>School office will print out lists for hot lunches each week</li> <li>Lunches will be every Thursday starting October 5, 2023</li> <li>Caylee will be the onsite volunteer with Jaimie for backup</li> <li>Jocelyn will coordinate muchalunch</li> <li>Pita pit, subway, dominos pizza, freshii, wendy's (apple slices instead of fries), Booster Juice</li> </ul>			
15.0	<b>New Business</b>	<ul style="list-style-type: none"> <li>Meetings will be held ~ every second month on the third Monday:</li> <li>November 20, January 15, April 15, June 17.</li> <li>Georgette and Jaimie will take lead on a pre-xmas fundraiser.</li> </ul>	Fundraiser	Georgette/ Jaimie	
16.0	<b>Adjourn</b>	<ul style="list-style-type: none"> <li>Next meeting November 15, 2023</li> <li>Motion to adjourn: Georgette Seconded: __</li> <li>Adjourned _8 pm.</li> </ul>	Adjourn Meeting		Completed
17.0	<b>Minutes Posted</b>	<ul style="list-style-type: none"> <li>Tracey will post the finalized minutes to EVA website <a href="https://www.pembinatrails.ca/schools/viscountalexander/Community/Parent-Council/Pages/default.aspx">https://www.pembinatrails.ca/schools/viscountalexander/Community/Parent-Council/Pages/default.aspx</a></li> </ul>	Erin will send minutes to Tracey Dionne	Erin  Tracey	As finalized

			Tracey will post minutes to web site		
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