

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

			Glenys will send report to Tracey Dionne		
9.0	Treasurer's Report Kim Soul	<ul style="list-style-type: none"> Proposed budget for the 2023-2023 school year will retain tech, wellness and bus service support, as well as staff appreciation budget. 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. Fundraising must be done, georgette and Jaimie will run one, Lorraine will do another. 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. We owe dominos for staff appreciation pizza We owe Lorraine \$200 for farewell gift cards for Tori and Michael 	Approve budget as is, to be amended later if needed	Moved: __ Seconded: __	
10.0	School Grounds Transformation Committee	<ul style="list-style-type: none"> PAC is looking for a coordinator for this position-someone with experience with grant writing would be ideal. Structure needs to be replaced 			
11.0		•			
12.0	Lunch Program Amy Bain	<ul style="list-style-type: none"> Running well. Grade 8's are eating in their classrooms for now 			
13.0	Pizza Lunch Days Jocelyn MacLeod Caylee Schoonbert	<ul style="list-style-type: none"> School office will print out lists for hot lunches each week Lunches will be every Thursday starting October 5, 2023 Caylee will be the onsite volunteer with Jaimie for backup Jocelyn will coordinate muchalunch Pita pit, subway, dominos pizza, freshii, wendy's (apple slices instead of fries), Booster Juice 			
15.0	New Business	<ul style="list-style-type: none"> Meetings will be held ~ every second month on the third Monday: November 20, January 15, April 15, June 17. Georgette and Jaimie will take lead on a pre-xmas fundraiser. 	Fundraiser	Georgette/ Jaimie	
16.0	Adjourn	<ul style="list-style-type: none"> Next meeting November 15, 2023 Motion to adjourn: Georgette Seconded: __ Adjourned _8 pm. 	Adjourn Meeting		Completed
17.0	Minutes Posted	<ul style="list-style-type: none"> Tracey will post the finalized minutes to EVA website https://www.pembinatrails.ca/schools/viscountalexander/Community/Parent-Council/Pages/default.aspx 	Erin will send minutes to Tracey Dionne	Erin Tracey	As finalized

			Tracey will post minutes to web site		
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