

**ECOLE ROSS ROAD SCHOOL**  
**2013/2014**

**PAC GM MEETING MINUTES**  
**Oct 9, 2013 – Library**

<u>Attending:</u>	Caroline Leonard	Julie Dunsterville	Bettina Harris
	Madeleine Tattersall	Sarah Dennis	Janice Sardari
	Brenda Willington	Sonia Han	Kara Burgoyne
	Kelly Radcliffe	Frances Carmichael	Nicole Randall
	Heidi Benson	Brenda Devine	Tamrah Corben
	Gillian Gorton	Nancy Barton	Jennifer Vandermye

Administration: Carla Orr (Principal)

Regrets: Lene Burgmann Heather Merry

**PLEASE NOTE: These minutes are “Unapproved”**

*Here's why:* As we move with technology and the new pace of life, we are making changes to how and when information is shared with our parent population. Ross Road PAC now has fewer General Meetings per school year than we have had in the past and we are communicating much more via internet and email. Moving forward, we will post minutes from General Meetings on our website BEFORE THEY HAVE BEEN APPROVED AND ACCEPTED at a general meeting. **Therefore, these minutes are NOT the final version and some content may change during the next PAC General Meeting.**

Approximately 5 parents from Ross Road Elementary in attendance, plus 19 members of PAC executive were in attendance.

General Meeting (GM) started at 7:08pm.

1) **Approval of minutes from PAC GM Meeting on May 22, 2013.**

a) Bettina Harris approved. Janice Sardari seconded.

2) **Business arising from the minutes**

- i) All laptops have arrived so we now have a full class set
- ii) Projector and laptop – still waiting for projector to be mounted, after installation costs are determined the remaining Spell-a-thon funds will be used for library replenishment
- iii) Outdoor Play Equipment – received it all, sorted and delivered to each classroom in September
- iv) Young Actors coming November 1-21; 3 days = Imagination/ Masks/ Improvisation; applied for \$3000 grant that would help pay for this program, we will not know until November if we get it but we had voted to pay for the program if we do not receive grant
- v) School directory: we have all the information but we do not have anyone to compile and complete; requires calling advertisers and inputting into existing template

3) **Administration Update – Principal's Report**

-one of the smoothest starts to a school year  
-communication from the school has changed – no longer newsletters, everything is on the website; parents are reminded to check school website, class website and PAC website regularly; some parents wondering about subscribing or information being pushed down? – Carla to check on this  
-Brock Tully spoke September 25, big impact on kids; same day as first staff collaboration day so

conversation continued for teachers

-collaboration day also discussed how teachers can meet all the needs in the classroom; EA staff was also present for this time; it is a valuable time for the whole staff to get together

-next collaboration day/ early dismissal is October 30

-pancake breakfast went well; apologize for change of dates – Lions' no longer help because it isn't a fundraiser, so had to plan a little more

-Cross Country Running – had second meet today; school had largest showing on the North Shore last week!

-Basketball has started - boys on Monday and girls on Tuesdays (grade 7 only)

-Grade 6 intramurals have started

-seeing a nice mix of primary and intermediate interactions on the playground

-Roots of Empathy program starting soon – 9 baby visits with pre and post lessons from Carla

-RCMP liaison officer speaking October 29 about Halloween safety

-change to Thursday morning music, not classical anymore – grade 7's are leading the classes through dance moves with the music

-October 18 is WE Day, 20 Ross Road students attending

-adults need to role model for students in regard to stopping and listening to announcements

-school visitors need to sign in – let office staff go to the classrooms to minimize disruptions.

-Suzanne Morgan (music teacher) is planning a Christmas Concert for Dec 17-18

-the Quebec trip is still happening this year

#### 4) **New Business:**

a) **Environment Club – Gillian Gorton:** Has been running for 4 years. It is open to grades 3-7.

They are building an outdoor classroom at the front of the school. Have ordered storage containers – one for gardening tools and the other for items for the outdoor classroom. Have ordered a weather station. Thank you to Shula Klinger for painting the map on the big white board!! Having a guest speaker about composting. Focus on the edible garden, water conservation and crafts. Received a \$4500 TD Friends of Environment grant that will be used to build the outdoor classroom. Can always use more parent volunteers.

b) **Valet Program – Nancy Barton:** It is going well. Have a good group of enthusiastic students. Thanks to Carla for helping to recruit! Have a full schedule for September-December and almost full for January-March. New this year, grade 4's can start in the spring. Still need more parent help – need someone Thursday's. It is a 20 minute commitment, from 8:25-8:45, once a week.

c) **MOTION: To add Frances Carmichael and Heidi Benson to PAC Executive:**

Voting: 26 voted to approve. 0 opposed. 3 abstained.

d) **Christmas Craft Fair:** will be December 6. Nichole Randall has volunteered for the position!

e) **Spring Carnival:** no date yet, Tamrah Corben has volunteered. Lions' Club would like the date as soon as possible.

5) **MOTION:** To spend a maximum of \$1600 above budgeted \$10,000 to include:

1. 10 6 ft tables

2. 200 chairs

3. 1 crash mat

4. 1 iPad cart

5. To increase teacher discretionary funds by an additional \$100 per division (above already \$200 per division).

Voting: 28 voted to approve. 0 opposed. 1 abstained.

- 6) Update from CPF – Lisa Birrell: The Canadian Parents for French is a national organization. They provide activities for kids in French and resources for parents. Upcoming event is Surviving French Immersion on October 24 at Cleveland. The event is directed more for intermediate parents. It is a free event, but you need to register. Membership drive is on, the form is online. There are a lot of valuable resources on the website.
- 7) **Treasurer's Report – Bettina Harris**
- a) Review of Bank Balances as at October 9, 2013. Operating at \$42,504 and gaming at \$9,211 for a total of \$51,716.
  - b) Review of Balance Sheet as at October 9, 2013. The IT Fund of \$8,000 has been set up as a Restricted Fund under Fund Balances.
  - c) Review of Profit & Loss Budget vs. Actual for June 1 – October 9, 2013. Items of note are: 1) Family Photo Day made \$1,134. 2) Food Days showing \$11,814 but the expenses for food days that haven't happened yet (rest of October and November) aren't paid but all the money from the families is there, so this number will decrease as we pay for upcoming food days. 3) \$10,720 gaming grants received. 4) Spring Event raised \$13,239 for this fiscal year, even though it was last spring. 5) \$4,800 discretionary funds paid, the additional \$200/ division will come out on top of this. 6) \$461 to top up Principal's Fund to \$1,000. 7) The miscellaneous expenses include flowers, babysitting. 8) \$750 for Brock Tully. 9) \$835 for the Grade 7 Farewell. 10) \$761 for the drumming performance.
- 8) **Other:** All class reps have been assigned with the exception of VickyThomas' class. Caroline will e-mail the class to see if she can get someone to volunteer.

Meeting adjourned at 8:04 pm.