

**ROY STIBBS PARENT ADVISORY COUNCIL
GENERAL MEETING MINUTES**

Date: October 2, 2014
Time: 6:30pm
Place: Library

PAC EXECUTIVE IN ATTENDANCE

Chairperson	Greg Ryley
Treasurer	Paul McDonald
Secretary	Bev Komukai
Volunteer Coordinators	Yuki Saito, Elaine Verrier

PRINCIPAL

Tricia Tipper

PARENTS

Ian	Rachelle	Sid	Hilary	Ali	
Tia	Sharifa	Tara	Hamid	Jane	Claudia

Meeting called to order at 6:30 pm. Welcome and Introductions.

1a. *Approval of Minutes*

MOTION: Elaine motions to approve May 27, 2014 PAC Meeting Minutes.
SECONDED: Paul
IN FAVOUR: All OPPOSED: 0

1b. *Approval of Tonight's Agenda*

MOTION: Rachelle motions to approve tonight's Agenda.
SECONDED: Sid
IN FAVOUR: All OPPOSED: 0

2a. *Chairperson's Report*

Presenter: Greg Ryley

- PAC Meeting Dates were discussed and set for the 2014-15 school year.

MOTION: Rachelle motions to approve the following schedule:
 Nov. 6th
 Jan 8th
 Feb 26th
 Mar 26th
 April 30th
 May 21st

SECONDED: Ian
IN FAVOUR: All OPPOSED: 0

- Hot Lunch Coordinator position is currently vacant. We discussed the basic responsibilities.

MOTION: Elaine motions to have Hilary as Hot Lunch Coordinator, with help from Rachelle and Claudia .
SECONDED: Sid
IN FAVOUR: All OPPOSED: 0

- Website Coord. position is also vacant.

MOTION: Tara motions to have Ali as Website Coordinator.
SECONDED: Yuki
IN FAVOUR: All OPPOSED: 0

- Fundraising Coord. position is currently vacant. Although we all get involved in various fundraising activities, it may be good to have one Coordinator in charge.
- We decided to leave this position vacant for the time being.

- DPAC Rep. is someone who gets information from the School District related to PAC activities and ideas.

MOTION: Yuki motions to have Sid as DPAC Representative.
 SECONDED: Elaine
 IN FAVOUR: All OPPOSED: 0

2b. *Treasurer's Report*

Presenter: Paul McDonald

- Paul gave an overview of where our accounts stand and what we've usually budgeted for in the past.
- For 2013-14 the Fundraising Account saw \$5565.49 in profit from fundraising efforts. Plus the \$1106.60 raised from the Direct Appeal for Emergency Kits means we raised a total of \$6672.09. This is the largest amount raised in the last 6 years.
- Using this account, PAC funded Grants, Planners, Pancake Breakfast with Firefighters, Year End Events, and Teachers' Gifts. We spent \$4890.83
- The current balance in the Fundraising Account is \$7263.44.
- The Gaming Account funds went towards Theatre Performances, Dance, Swimming Day and the Grade 5 Grad Event. We spent \$4179.73.
- The current balance is \$3606.06.
- We can expect to receive \$4600 this year for a total balance of \$8206.06.

2c. *Fundraising*

- Discussion on Entertainment Books and Gift Card Fundraisers. When to hold them? How close together?
- In the past, profits have been good: Ent. Books - \$1600; Gift Cards - \$600.
- Hilary volunteered to head up the Entertainment Book Fundraiser.

2d. *Hot Lunch*

Presenter: Hilary Drexel

- We discussed the first date for a Pizza Day. Thursday, October 23rd (before the Pro-D Day) was chosen.

Popcorn Day

Presenter: Hilary Drexel

- We talked about scheduling Popcorn Day between Pizza/Hot Lunch Days.

MOTION: Hilary motions to have a \$200 budget for Popcorn Day – date TBA.
 SECONDED: Sid
 IN FAVOUR: All OPPOSED: 0

2e. *Volunteer Coordinator*

Presenter: Yuki Saito

- A Committee will lead the Parent Volunteers this year – Yuki, Elaine and Dawn.

2f. *Newsletter Coordinator*

Presenter: Greg Ryley

- Discussion about having someone new take over the Newsletter.

MOTION: Rachele motions to have Tara Cain as Newsletter Coordinator.
 SECONDED: Yuki
 IN FAVOUR: All OPPOSED: 0

2g. *Translators*

Presenter: Greg Ryley

- We discussed the value of having translators of a few key languages for our notices, events, and fundraisers.
- Claudia volunteered to translate to Spanish. Tia volunteered to translate to Farsi.

2h. *Bulletin Board*

Presenter: Elaine Verrier

- Someone needs to update and clean up the PAC Bulletin Board from time to time. Claudia volunteered to do this.

2i. *Grade 5 Bottle Drive*

Presenter: Greg Ryley

- We discussed who might like to take this over this year. Either as an ongoing collection, a specific date for collection, or both formats. More than \$600 was raised last year.
- For now, the position is vacant.

3. *Principal's Report* *Presenter: Tricia Tipper*
- Tricia reminded us to email her with any questions before the PAC Meeting so she can prepare for them.
 - She thanked our parent community for their patience and understanding during the strike.
 - Enrollment is down this year – 221 students (not 230). Roy Stibbs lost one staff member as a result.
 - All classes are at maximum numbers, except 2 spots in Kindergarten.
 - Tricia thanked all the new parents for coming out to the meeting and getting involved.

4. *Housekeeping* *Presenter: Greg Ryley*

MOTION: Paul motions to pay Sara, the PAC Babysitter, \$10 per Meeting.
 SECONDED: Ian
 IN FAVOUR: All OPPOSED: 0

MOTION: Tara motions to cover cost of juice for Terry Fox Run.
 SECONDED: Rachelle
 IN FAVOUR: All OPPOSED: 0

MOTION: Paul motions to have an allowance of \$150 for PAC supplies for the school year.
 SECONDED: Rachelle
 IN FAVOUR: All OPPOSED: 0

5. *New Business*

a. *Spooktacular* *Presenter: Greg Ryley*

- We had some discussion on what the Spooktacular event is and asked if anyone was interested in leading it.
- Tia and Greg would like to organize this year's event.

MOTION: Rachelle motions for a \$200 budget for Spooktacular to be held on Oct. 28th.
 SECONDED: Sid
 IN FAVOUR: All OPPOSED: 0

b. *Carnival* *Presenter: Greg Ryley*

- Greg is interested in running a Carnival in May. We will revisit this later.

c. *Movie Night* *Presenter: Greg Ryley*

- There aren't any really interesting movies coming available soon. Check "acf" website to see what's coming.

d. *Emergency Supplies* *Presenter: Greg Ryley*

- To keep our supplies up to date, we would like to make a direct appeal to all parents again this year.
- Again, PAC will pay for any shortfall.

MOTION: Paul motions to make a direct appeal to all parents for \$5 per child towards Emergency Supplies.
 SECONDED: Rachelle
 IN FAVOUR: All OPPOSED: 0

e. *Sponsors* *Presenter: Greg Ryley*

- Greg reminded us of Roy Stibbs sponsors – Boston Pizza on Lougheed Highway: a percentage of your total bill comes to our PAC. Cobbs Bakery in Lougheed Mall. EMagazines – online ordering and fundraising.
- These will be mentioned again in upcoming newsletters.

f. *Gift Card Fundraiser* *Presenter: Elaine Verrier*

- Elaine confirmed that Dawn will head up the Gift Card Fundraiser for November.

g. *Child's Art Cards* *Presenter: Tara Cain*

- Tara knows of an art fundraiser which may be good for Mother's Day. She'll bring more info to the next Meeting.

MOTION: Rachelle motions to adjourn at 8:15pm.
 SECONDED: Sid
 IN FAVOUR: All OPPOSED: 0