

SOUTH RUTLAND ELEMENTARY  
**PARENT ADVISORY COUNCIL**  
MINUTES OF MEETING

**Date & Time:** February 11, 2014

**Location:** SRE Staff Lounge

**Present:**

Heather Johnson	Allison Scuffi	Pat Rambold	Sofia Simeonidis
Cathie Mutter	Dave Johnson	Deborah Oegema	
Sue Miles	Jennifer Larsen	Tanya Harnett	

**MINUTES**

**1.0 Agenda Approval**

Pat made a motion to adopt February 11, 2014 agenda. Deborah seconded.

**2.0 Past meeting Minutes Approval**

Jennifer made a motion to accept the minutes for January 14, 2014. Pat seconded.

**3.0 President's Report: Heather Johnson**

a. Constitution/Bylaws and Policies and Procedures changes to be voted on.

Pat made a motion to add to Section 2-Objectives, "*b. To support and promote our school's goals: 1. to engage and support all students to improve their critical thinking and problem solving*" and "*2. to enhance school culture by instructing, encouraging, and acknowledging all students for demonstrating personal responsibility.*" Jennifer seconded. Voted all in favour.

Jennifer made a motion to add to Section 6-Membership, "*Relatives.*" Sofia seconded. Voted all in favour.

Jennifer made a motion to add to Section 8-Voting, "*Quorum, a) The voting members, less 2, present at any duly called General Meeting shall constitute a quorum.*" Deborah seconded. Voted all in favour.

Jennifer made a motion to add to Section 10-PAC EXECUTIVE OFFICERS, "*Committee Chairpersons (at least 2), School Planning Council Members (SPC, 3), and COPAC Representative.*" Pat seconded. Voted all in favour.

Jennifer made a motion to add to Treasurer Responsibilities, "*a) Will be in attendance to count and take charge of monies for major fundraising events or if unable to attend, will appoint another executive member to do so.*" Deborah seconded. Voted all in favour.

Pat made a motion to add to Secretary Responsibilities, "*h) Keeps and maintains an up-to-date volunteer contact list.*" Deborah seconded. Voted all in favour.

Jennifer made a motion to add to Committee Chairpersons Responsibilities, “a) *Provide general support*” and “b) *Organize special projects.*” Sofia seconded. Voted all in favour.

Pat made a motion to add to School Planning Council Representatives Responsibilities, “a) *SPC will consist of the principal and elected teacher representative and three elected representatives of the PAC. One of the PAC representatives must be an elected executive member.*

b) *The term of office on the SPC will be no longer than one year.*

c) *In the event that all three positions are not filled, the school board may appoint a person to fill a vacancy.*

d) *Shall attend SPC meetings.*

e) *Shall represent South Rutland PAC views at SPC meetings.*

f) *Shall report back to South Rutland PAC.*

g) *Shall see input from South Rutland PAC.*” Jennifer seconded. Voted all in favour.

Jennifer made a motion to add to COPAC Representative Responsibilities,

“a) *Shall attend COPAC meetings.*

b) *Shall represent South Rutland PAC views at COPAC meetings*

c) *Shall report back to South Rutland PAC.*” Pat seconded. Voted all in favour.

Jennifer made a motion to add to the Interpretation of Terms, “*Relative’ to parent definition*” and “*Voting Members’ refers to executive members and committee chairpersons(s).*” Pat seconded. Voted all in favour.

Pat made a motion to add to Babysitter’s Procedures, “*If no children arrive by 6:45pm, babysitters can go home, paid \$10.*” and to change the *babysitters rate to \$20/\$25.* Jennifer seconded. Voted all in favour.

b. Room Reps-Mrs. Hebert, Mrs. Hughes, and Mrs. Heffernan do not have Room Reps as of yet. Letters will be sent home regardless to start taking advantage of the Room Reps in the other classrooms.

c. Christmas Dance-Shake With Annie has been booked for Christmas Family Dance for December 2014. She will send an invoice in October 2014.

d. Grade 6 Fundraising-Grade 6 parent organizers need to be contacted to determine if they want to take over Wednesday’s popcorn selling. Pat will forward Gr. 6 Binder to assist organizer in their planning.

#### **4. Treasurer: Sofia Simeonidis**

Nothing to report on the gaming account, balance of \$15,122.26. Receiving Hot Lunch income and we’ve had minimal expenses. General account balance \$13,714.30. Grade 6 account balance is \$5,561.02. Sofia made a motion to adopt her report as read. Jennifer seconded.

## **5. Principal's Report: Cathie Mutter**

Jump Club campaign for the Heart & Stroke Foundation on until last Friday before spring break. School is hoping to hold it outside, weather pending. Olympics have been playing in Multipurpose Room for students. Intermediate Awards and report cards scheduled for March 13. Teacher requests total \$775.80. Pat made a motion to spend \$775.80 on teacher requests. Tanya seconded. Voted all in favour.

## **6. COPAC Report: Vivian Evans-not present.**

### **7. Committee Reports:**

- a) Hot Lunch-Tanya Harnett, Online ordering is free until June 2015 and she will investigate setting up. Paper form would still need to be distributed during trial phase for remainder of this school year. Discussed incentive offer ideas to motivate families to try it out (draw to win a free hot lunch).
- b) Fundraising-Jennifer Larsen,
  - i. Spring BBQ-Carnival theme, Jennifer made a motion to spend \$300 for supplies for games, prizes, and decorations. Deborah seconded. Voted all in favour.
  - ii. Movie Night-March 6th,
  - iii. Spring Photo Night-Josie Jagers Photography booked for April 25-26, locations to be determined.

8. **Other/New Business:** 24 students registered online for Kindergarten for next school year.

9. **Treats for next meeting:** March 11, 2014 - Jennifer Larsen

***Meeting adjourned. Thank you for coming!***