

**Dr. Roberta Bondar Elementary
Parent Advisory Council (PAC)
Meeting Minutes
Wednesday, October 17, 2018
Makerspace Lab, Dr. Roberta Bondar Elementary**

1) Meeting called to order @ 8:45am

In Attendance:

Paulette Collier	Darcee Rutherford	Sarah Dahlen
Amber Steel	Kiran Sidhu	Kristina Calihou
Amy Gill	Julia Johannesson	Kim Steiner
Jessica Giesbrecht	Mabelyn Mason	Caitlin Bate
Jill Kushniruk	Donna Thomas	Rebecca Herch
Amanda Allen	Victoria Scott	

2) Review and Adopt Previous Minutes

Motion to Adopt: Amber Steel

Seconded: Amy Gill

3) Motion to Adopt Current Agenda

Motion to Adopt: Jessica Giesbrecht

Seconded: Julia Johannesson

4) Principal's Report – Mrs. Collier

-please see attached principal's report

5) Treasurer's Report – Amy Gill

Motion to Adopt: Darcee Rutherford

Seconded: Julia Johannesson

Total Revenue: \$7,092.65

Total Expenses: \$695.00

Net Income: \$6,397.65

6) Fundraising

-Poinsettias/Order forms out Nov.1-12 with pickup on Nov 29

-Neufeld Farms/Order forms out Nov.15-29 with pickup on Dec. 10

-Christmas Card/Art fundraiser has been approved by the staff. Art to be completed by Nov. 5 and sent home for review/order Nov.6-8. Final order submission date is Nov. 9

-Grade 5 Committee/Fundraising – Victoria Scott has signed up as coordinator, more details to come at the next PAC meeting.

7) Hot lunch

- upcoming Hot Lunch Nov 1 – excited to offer an option for students with allergies
- Jessica Giesbrecht will be heading up this program
- Kiran and Sandi Gagne will work together on the Allergy-Free option

8) Bake Sale

- first bake sale was a success
- Jessica Giesbrecht will be heading up this program.

9) Fruit and Veggie Program

- Kristina Calihou to be lead for this program
- change in staging location to PAC kitchen
- increased help from grade 5's
- Next date: October 29

10) Budget (based on 300 students)

General	\$13,000.00		
Gaming	\$6400.00		
Field Trips	\$7500	Teacher \$	\$3600
Contingency	\$250	Turkey Trot	\$180
Miscellaneous	\$400	Tissue Box	\$215
Grade 5	\$500	Buddy Bench	next year
Christmas GC	\$250	High Touch/High Tech	\$2800
Teacher Luncheon	\$250	School Wide Swim	TBD
Water/Snacks	\$200	Open House	\$750
Sports Day	\$250	School Wide Skate	\$1000
Tin Whistles	\$300	Office Snacks	\$300

Motion to adopt: Donna Thomas, seconded by Kim Steiner

11) Other Business

-Darcee will be assisting all of the people who have volunteered their time to take the lead on our various fundraising items and events. The purpose behind this is to streamline our procedures and document what is required so that we are better able to engage our volunteers and benefit our students and the school on a go forward basis. Comments and suggestions are welcome. Either contact Darcee or email bondarpac@gmail.com

-Upcoming PAC meeting Tuesday, November 20th, 2018. Future meetings will alternate between Tuesdays and Wednesdays.

Meeting adjourned @ 10:21.