

**Ecole Crane Parent Advisory Council (PAC)
Annual General Meeting (AGM), May 28, 2018
Minutes**

Name	Role	Present	Regrets
Lorraine Crawford	Chair	X	
Brenda Stewart	Principal	X	
Anna McCarthy	Secretary	x	
Robyn Pryce	Treasurer	X	
Courtney Friesen	Pizza Lunch Co-ordinator	x	
Tracey Rigaux	Milk Program		x
Laney Stewart	Special Events		x
Arleigh/Kassy Assié	SGTC Rep	xx	
Celia Duarte-Trozzo	Member-at-Large	X	
Lori Grevstad	Parent Participant	X	
Jeff Grevstad	Parent Participant	X	

Name	Role	Present	Regrets
Véronique Gibson	Teacher Rep	x	
		X	
Necole Somersell	Parent Participant	x	
Kim Soul	Parent Participant		
Amy Bain	Parent Participant		
	Parent Participant		
	Parent Participant		
	Parent Participant		
	Parent Participant		
	Parent Participant		
	Parent Participant		

1.0 Welcome/Adoption of Agenda

- Meeting Called to order 7:00 pm.
- Motion to adopt agenda moved by Robyn, seconded by Celia.

2.0 Approval of Minutes from 2017

- Approve 2017 minutes moved by Robyn, seconded by Jen L.

3.0 Annual Reports

- **Chair's Report - Lorraine Crawford**
- **Principal's Report – Brenda Stewart**

This year has flown by! Teachers and students whole-heartedly embraced both of our school goals – Literacy (with a focus on writing) and Treaty Education. Our students never cease to amaze me at the learning they are able to do when they are engaged in learning activities.

The support of PAC has been incredible once again in enabling us to meet our school needs. It is a privilege to work with such a dedicated group of people. You are the backbone of this wonderful little school.

- **Treasurer's Report – Robyn Pryce**
 - \$7082- expenses still need to come out
 - should end at \$3700, depending on pizza bills
 - fundraising has provided \$2725 (up from last year)
 - Pizza/Wok Box average \$113 per lunch day, down from last year
- **Lunch Program Report- (Lorraine Crawford)**
- **Milk Program Report – (Tracy Rigaux)**
- **Special Events Report – (Laney Stewart)**
- **Pizza Program – (Courtney Friesen)**
 - We have been ordering pizza from Pizza Hotline this year. This pizza has been well received by the students. One down side, resulting in a bit more work on pizza day, is that the store will not separate the pizza order into what is needed for each class so the volunteers divide the order once it arrives at school. With a little experience, it doesn't take too long at all.
 - We have had a high order volume this year, averaging about 27 pizzas ordered for each scheduled pizza lunch day. The only issue we had this year was the late delivery of an order resulting in free pizza that day.
 - There are a few accounts outstanding on munchalunch – I have followed up on those and sent reminders so hopefully payment is received soon.

- For next year – consider when pizza days are scheduled in relation to days off or holidays, ie. Winter vacation or spring break. It may help the parents remember to order if those days are combined with the session prior to the break, rather than be the first date of a new lunch session.
- We have had a couple very consistent volunteers and many who have come for a day or two during the year. This year, the AM kindergarten parents, with older children in the school too who pick up their children at 11:25 are the ideal volunteers but they are hard to come by. Thanks to the parent lunch monitors for handing out pizza as necessary, it has made finding enough volunteers very manageable.
- **SGTC School Grounds Transformation Committee Report (Arleigh Hrycaiko-Assié)**
 - **Fundraisers:**
 - Farm to Table Veggie Sales and Glen Lea Plant sale successful
 - Walk a thon June 20, am Raindate June 25, pm
 - **School Yard:**
Naturally Crane:
 - Obstacle course/outdoor classroom proposed idea for next year's project
 - **Proposed Slate of Officers for 2017-2018:**
 - Chair: Arleigh Hrycaiko-Assié, Kassy
 - Treasurer: Kassy Félix-Assié
 - Secretary: Looking for a new person
 - Naturally Crane Project Leader: Marshall, Kassi, Arlie Hrycaiko-Assié
 - Farm to School: Jen Dyck
 - Spring/Fall Clean up: Marshall Kirton
 - Glenlea plant sale: looking for a co-leader (Fleur Franz and ____)
 - SGTC Liaison: Lisa Kirton (Jenn Dyck will still coordinate Farm to Table Veggie sales event)
 - Motion moved by Robyn to accept SGTC slate, seconded by Celia

4.0 New Business

- **Election of PAC Executive**
 - Chair – Lorraine Crawford
 - Treasurer- Jen Lancaster
 - Secretary – Anna McCarthy
 - Special Events- Laney Stewart
 - Milk - Tracey Rigaux
 - Pizza – Lori Grevstad
 - SGTC liaison – Arleigh/Brenda
 - Members at large- Celia, Kim Soul, Amy Bain
- Motion moved by Robyn to accept the PAC slate, seconded by Celia
- Agree to keep the 4th Monday of the Month as date for PAC meetings.
- Agree to forgo December and June Meetings.

5.0 Next AGM May 27, 2019.

6.0 Motion to adjourn AGM Lori. Meeting adjourned 7:21 pm.