

**École Crane Parent Advisory Council (PAC)
Annual General Meeting (AGM), May 27, 2019
Minutes**

Name	Role	Present	Regrets
Lorraine Crawford	Chair	x	
Brenda Stewart	Principal	x	
Anna McCarthy	Secretary	x	
Jen Lancaster	Treasurer		x
Lori Grevstad	Pizza Lunch Co-coordinator	x	
Tracey Rigaux	Milk Program		x
Laney Stewart	Special Events	x	
Arleigh Hrycaiko-Assie	SGTC Rep	x	
Celia Duarte-Trozzo	Member-at-Large	x	

Name	Role	Present	Regrets
Véronique Gibson	Teacher Rep	x	
Kim Soul	Member at Large	x	
Amy Bain	Member at Large		x
	Parent Participant		

1.0 Welcome/Adoption of Agenda

- Meeting called to order 7:34 pm.
- Motion to adopt agenda moved by Kim seconded by Laney

2.0 Approval of Minutes from 2017

- Approve 2018 minutes moved by Laney, seconded by Arleigh

3.0 Annual Reports

Chair's Report - Lorraine Crawford

It's been another amazing year working with a fantastic group of people! Being chair for the last (6?!) years has been a very rewarding and educational experience, and I truly appreciate every member of PAC who have taken the time out of their busy schedules do help make our school a better place.

Yesterday I was thinking about PAC's contributions to the school over the years and was amazed at how much a like-minded group of people can accomplish when they work together! Just since I have been here PAC has bought soccer nets, sleds, snow shoes, a curling kit, musical instruments, t-shirts for the music program and the bucket fillers, we've also outfitted a classroom with sound field system and purchased Memoves, and those are just the things I can think of off the top of my head. We have also helped support Artist in the School, Crane in Motion, the symphony and so many things over the years not to mention putting on a yearly family carnival and staff appreciation. The world is lucky we use our powers for good and not evil 😊 because Crane parents are a force to be reckoned with!

A sad goodbye to Anna and Celia who have spoiled Ecole Crane with their time and positive attitudes!

Principal's Report – Brenda Stewart

This year has flown by! Teachers and students whole-heartedly embraced our three school goals – Literacy (with a focus on writing), Belonging and Self-Regulation and Math (Problem-Solving). Our students never cease to amaze us 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 (and desires!). Due to your financial support, we have purchased our own Indoor Curling Set, 2 MeMoves programs, a set of musical spoons along with a Spoons presentation to the grade 3/4 students. 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 – Jen Lancaster

- Current Bank Balance as of today's date is \$5287.56. However, with expenses still to come out for Munch-a- Lunch days, staff appreciation, Crane in Motion, Grade 4 farewell, and our contribution toward classroom program purchased, I anticipate we will be left with approximately \$1470 (depending on costs). \$214.2
- Fundraising so far has provided an estimate of \$3520.91 for this year which is up from \$2700.00 from last year with the pizza days, carnival and Mabel's Labels.
- Munch a Lunch days (with estimated expenses) has averaged \$106.15 income per lunch day which is only a few dollars less that of last year's average but we increased food days to 28 instead of 21. The total income is \$632 over our budgeted.
- Average Income by Lunch Day:
- Booster Juice – \$66.50
- Pita - \$0
- Pizza - \$214.36
- Wok Box - \$19.43
- Question – In previous years we had approximately \$1,400 transferred in from Milk Bank Acct. Surplus. Is this something we want to do? We like to have no less then 2K in this acct. Transferring these funds would bring us up to approx. \$2,800

Lunch Program Report- Lorraine Crawford

- It's been another fantastic year! Once again, we offered music lessons via Kinzel Keys, and lunch yoga once per cycle from Caryn Suderman, Yogi extraordinaire.
- Once the 2018-2019 school year lunch wages are paid we will have about \$1000 in the bank... which leads to the following question, for next year do we want to keep the lunch fees the same price and continue to offer yoga for free, or should we lower the price by \$10 and charge for yoga?
- My two cents is that it would be nice to offer it for free so that it's accessible to everyone.
 - **Yoga will be supported through lunch program fees, and we will let parents know this is how it's being paid for. All in favour.**
- The gov't's sustainability period is over for now and the lunch program employees are permitted a .75% raise. Can someone please make a motion to give the lunch employees their raise? It would be a 12 cent an hour raise for a supervisor and 13 cents for the coordinator.
 - **0.75% raise for lunch monitors, motioned: Laney, seconded: Celia**

Milk Program Report – Tracy Rigaux

- Students enjoyed having chocolate milk 2 days a week
- There might be a surplus of \$100-\$200, but won't know until the end of June

Special Events Report – Laney Stewart

I am happy to report the all of the Special Events at Ecole Crane this year were a success Thanks to the many many volunteers who have contributed their time, efforts, and talents.

Santa Visit - December

- The visit from Mr. and Mrs. Clause was a hit with the children this year.
- We are thankful for the Drama department at Vincent Massey for helping us out with our special guest delivery!

Winter Carnival

- The Jets theme was well received by all!
- There was an increase in income again this year.
- The addition of the entertainment / magician added to our event.
- The beautiful cakes that were donated we also a success as has been the cake with the cake walk – every year!

Teacher Appreciation

- Every year this event has been consistently volunteered for – 100% participation.
- We are currently only on day one – but I foresee the rest of the week turning out well!
 - o Today there was the Tiki Dawgs Cart that provided lunch for the staff.
 - o Tomorrow there will be a lunch time Yoga session for staff.
 - o One parent is providing reflexology sessions for staff this week.
 - o Friday there will be a catered lunch by Loveys BBQ.
 - o On all other days there will be am and pm breaks as well as lunch provided for all staff.
- We are Thankful to all the staff and how they are helping to GROW our children.
- Feel free to add your Shout Outs to the Board by the office!

Grade 4 Farewell

- Students have placed their orders for their special lunch in the gym at 9:45am on June 26th!
- Lorraine will work her magic on the dessert for the Grade 4's

Hot Lunches- Lori Grevstad

- Total profit this year from hot lunch Fridays: \$2972
- All balanced

SGTC School Grounds Transformation Committee Report Arleigh Hrycaiko-Assié

- We had another terrific year on SGTC. We had a group of dedicated members on the committee and I want to thank them for all of their contributions this year!
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- Our fundraisers this year were the following: The Farm to School Veggie fundraiser which occurred in October. Our second fundraiser was the Glenlea Plant Sale which was this month.
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- We started off this year in the fall with a balance of \$ 11, 475.86 and we finished the year with \$15,294.86. This is a gain of \$ 3, 819.00. The money raised from both will go towards the Outdoor Classroom Area that we are building in the back of the school.
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- Speaking of the Outdoor Classroom, this year, through a grant, the school was able to contribute a tree & SGTC purchased two trees to build a nice shade area as part of the classroom. Those trees will be planted very shortly.
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- We continue to research, write and submit grants for the Outdoor Classroom as well as for more trees for the school yard. This year a member of the committee attended a grant information session with The Winnipeg Foundation.
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- We organized both the Fall and Spring school yard Clean-Ups this year which were well attended. We had new volunteers that helped out at the two clean-ups and at the plant sale. It was wonderful to see new faces and meet families. We appreciate so much when people pitch in when help is needed. We are lucky to have such a great school community here, at Crane!
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- For next year, we would love new committee members to join. We have a few roles that are open, they are the following:
 - - Secretary
 - - Lead for Farm to School Veggie Fundraiser
 - - Grant research and writing
 - - Membership at Large
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- If anyone is interested, please contact Arleigh at hrycaikoassie@gmail.com
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- Lastly, I would like to thank everyone who participated, volunteered at any of our fundraisers or events. A big thank you to all those who ordered veggies and plants this year. You are making a difference! Thank you to all of the committee members, your dedication doesn't go unnoticed and is so appreciated by the entire école Crane community. Kristine B. and Jenn D. are moving on to école Viscount Alexander next year. They have been invaluable members on the SGTC for many years and they will be greatly missed.
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- Next school year 2019-2020 SGTC:
 - Chair: Arleigh
 - Secretary: Open
 - Treasurer: Kassy
 - Farm to School Veggie Fundraiser: Open
 - Lead Fall & Spring Clean Up: Marshall
 - Leads Plant Sale Fundraiser: Fleur and Necole
 - Liaison SGTC & PAC: Arleigh
 - Grant Writing: Marshall, Necole, Arleigh, Kassy
 - End of Report.

4.0 New Business

- **Election of PAC Executive**
 - Chair – Laney Stewart
 - Treasurer- Jen Lancaster
 - Secretary – Kim Soul
 - Special Events- Lorraine Crawford
 - Milk - Tracey Rigaux

Hot lunch – Lori Grevstad

SGTC liaison – Arleigh Hrycaiko-Assie

Members at large- Amy Bain

- Motion moved by Kim to accept the PAC slate, seconded by Celia
- Agree to keep the 4th Monday of the Month as date for PAC meetings (will be decided by September)
- Agree to forgo December and June Meetings.

5.0 Next AGM May 25, 2020

6.0 Motion to adjourn AGM Celia, Second: Arleigh. Meeting adjourned 8:02 pm.