

Barriere Elementary Parent Advisory Council

Meeting Minutes

September 21, 2017

6:30pm

Type of Meeting: Executive Meeting

Meeting Facilitator: Jen Crosman

Attendees: Jen Crosman, Chair; Jennifer Jackson, Vice Chair; Michelle Johnson, Treasurer; Lindsay Arcand, Secretary; Colleen Tremblay;

- I. Call to order
- II. Approval of Agenda
- III. Approval of minutes from last meeting
 - Colleen Provided one copy of meeting minutes to Lindsay, no approval obtained

IV. Reports:

Chair Report

- Brief discussion about fundraisers, and how we should make sure we don't have too many overlapping. Lindsay to attempt to reach Desert Hills. Michelle advised that Purdy's info will be getting here shortly. Feedback on the AGM was that it was not well received by some newer members, the elections should have been at the beginning of the meeting, and that possibly we update the election to the end of the school year so that the executive have the summer to get prepared.

Treasurer Report

- Update on Back to School BBQ: net revenue of \$1142.75, generating a gross profit of \$576.40 to general account. Products used were – 144 hot dogs, 130 hamburgers, 96 cheese slices, 1 head of lettuce, ½ flat of tomatoes, 150 juice boxes, 48 water, 150 chips (sold out on chips, so could have used 250 bags), freezies and other frozen treats.
- Michelle will call Costco to inquire about them accepting a cheque from Barriere Elementary PAC so that if volunteers go to pick up items, they can go with a pre-signed cheque.

V. New business

- a) Registration – Lindsay provided form to be filled out and signed by Jen C. and Cory Carmichael, and will send to Superintendents Office once completed.
- b) Budget and Expenses
 - Request for Clipboards (delayed to next general meeting), Teacher Incentives (approved \$100/teacher, LART, StrongStart), 1to1 Reading (tentatively approved \$200), Battle of the Books (tentatively approved \$150), JamCan Event (HELD approval for \$200), Grade 7 Field Trip (tentatively approved \$500), Primary Field Trip (tentatively approved \$1000), Mathletics (tentatively approved \$1000, but require further discussion with Cory).
 - Follow-up with Dori/Cory as to status of \$300 donation to Anti-Violence Society for Respectful Relationships Course – was there BES participation – Assigned to Jen C.
 - Soup Labels – follow up with Juliana – assigned to Michelle
- c) Outdoor Classroom Thank you
 - Aiming for October 2nd – approved budget of \$150, Jen C. needs to know by Sept 25th if the short timeline is possible. All agreed the benefits of having it this day as it is the same day that the Trustees are coming to Barriere. – Follow-up assigned to Lindsay
- d) Executive Orientation and Constitution and Bylaws
 - Copies provided of current Constitution and Bylaws to Jen C. Jenn J. Michelle, Lindsay and Colleen. Instructed to review and provide feedback to Jen C. no later than November General Meeting.
- e) BCTF Sessions / Member Survey
 - Jen provided a copy of a sample survey and sample introductory letter to send to parents in the newsletter. Review and roundtable discussion, agreement to customize as Jen C sees fit, and then send to Ashley to include in the next Newsletter.
- f) Calendar of Events
 - Did not address due to time constraints
- g) Committees

- Did not address due to time constraints

VI. Next Meeting Date – October 5th at 9am – Barriere Elem Library

VII. Adjournment – 7:45pm