

# AGENDA/MINUTES

## École Voyageur Parent Council

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*Date | time* November 17, 2020 @ 6 PM | *Meeting called to order by* S. McClelland (President) at 6.09 PM

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### In Attendance

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Andrea Tyler, Allison Dalzell, Sarah Pries, Candace Yaholkoski, Jill Dyson, Heather Dixon, Kayla Jenkinson, Kim McMillan, Jennifer Lusk, Marc Morissette, Nicole Schneider, Patlee Creary, Sarah Schatz, Steve McClelland, Jenny Hughes, and Vickie Borgia.

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### Approval of Agenda and Minutes

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S. McClelland tabled the meeting agenda. K. McMillan made the motion to have the agenda accepted and the motion was seconded by N. Schneider. All agreed and the motion was carried.

The minutes from the October 23, 2020 AGM were read. K. Jenkinson made a motion to have the minutes accepted and the motion was seconded by J. Dyson. All agreed and the motion was carried.

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### Executive Reports

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#### 1. Principal's Report:

A. Tyler presented her report. S. McClelland made the motion to have the report accepted and the motion was seconded by P. Creary. All agreed and the motion was carried.

Key points:

- Enrollment remains at 254; this figure includes remote learners.
- Free lunch program – parents were reminded of lunch program expectations for students.
- School team name and logo – students are involved in classroom discussions about a new team name and logo. The school is interested in finding agreement on a name that is as inclusive as possible; currently looking into names in line with animals.
- School fundraiser – school is looking at options for fundraising in the spring. Much of what happens will be dictated by pandemic guidelines at that point. The objective of that fundraiser is to deliver books to students' hands.

S. McClelland made the motion to have the Principal's report accepted and the motion was seconded by P. Creary. All agreed and the motion was carried.

#### 2. President's Report:

S. McClelland reported that he had reviewed the constitution and had created the ÉVPC email account: [evparentcouncil@gmail.com](mailto:evparentcouncil@gmail.com). The account is used for ÉVPC business and parents can reach any member of the executive at this address. K. Jenkinson made a motion to have the President's report accepted and J. Dyson seconded the motion. All agreed and the motion was carried.

### 3. Treasurer's Report:

N. Schneider presented her report.

Key points:

- The latest report shows a corrected balance of \$5349.06. The correction came after it was noticed that two cheques totaling (\$1771.05) had been erroneously included in the 2019-2020 yearend balance.
- It was confirmed that \$2500 (\$500 more than the minimum amount mandated by the SJASD) will be held in reserve for 2020-2021.
- After discussing the fundraising and spending proposals outlined in the report, the meeting agreed to the following:
  - The ÉVPC will forego this year's Christmas Craft activity and allocate \$1950.00 to classroom supplies. This would allow each classroom to have \$150 for additional 'indoor recess' items as determined by the teachers.
  - \$500 will be set aside for the Grade 5 Farewell.
  - Committees will be set up to examine fundraising options.
- Following the discussion J. Dyson made a motion to have the report accepted and the motion was seconded by K. Jenkinson. The motion was carried. A copy of the revised and accepted report is attached to the minutes.

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## Committee Reports

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### Social Media Report:

C. Yaholkoski reported that the Instagram page for the ÉVPC is now set up. A Facebook page will be added soon.

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## New Business

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The meeting agreed that the following two committees could be established now and that other committees might follow in the 2021 or as COVID-19 restrictions evolve.

1. Virtual Bookfair Fundraiser: N. Schneider suggested holding a Virtual Bookfair. S. McClelland will assist in investigating and planning this activity.
2. Grade 5 Farewell Committee: C. Yaholkoski, J. Hughes, S. Schatz, and P. Creary will form the committee.

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## Next Meeting & Adjournment

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**Next Meeting:** Tuesday, January 19, 2021 at 6 PM, Online via Teams Link.

A motion to adjourn was made by J. Dyson at 7.16 PM and seconded by K. Jenkinson. The motion was unanimously carried.

# Voyageur Parent Council

## Treasurer Report Nov 17, 2020

Revised and accepted

Ending Balance 2019-2020 Year: \$4,545.55

<b>Total Income</b>		<b>\$ 2,574.56</b>
Sept 3	Deposit – Robert Browning PC	\$2,574.28
September 2020	Bank Interest	\$ 0.15
October 2020	Bank Interest	\$ 0.13

<b>Total Expenses</b>		<b>-1,771.05</b>
Sept 29	Cheque #264 – June 2020 Teacher	-\$5.65
October 23	Cheque #249 – Lakewood PC	-\$1,765.40

Account Balance (Nov 17, 2020): **\$ 5,349.06**

### Previous Budget & Activities (2019-2020)

Voyageur School Parent Council Budget Analysis for School year 2019-2020	Budget 2019-2020	Budget 2018-2019	Actual 2018-2019
Halloween Dance	800.00	550.00	495.52
Christmas Craft	400.00	300.00	325.28
Read-In Snack	125.00	100.00	102.71
School BBQ	500.00	200.00	287.98
Grade 5 Farewell	300.00	500.00	328.98
Hot Lunches	150.00	150.00	102.94
Council Meeting Childcare	20.00	20.00	10.00
Treasurer Supplies (Cheques Bank Fees)	10.00	10.00	-
Munchtopia	150.00	305.00	305.00
Math Reflex	1,100.00	-	-
Recess Activities *Stacy	200.00	-	-
Indoor Recess	200.00	-	-
<b>Total</b>	<b>3,955.00</b>	<b>2,135.00</b>	<b>1,958.41</b>

**Notes:** With this in mind, we would normally keep around \$2,000.00 as a “reserve” for the following school year. This was the budget for approx. 110-125 kids.

**Question #1:** What would we like to propose as a PC reserve moving forward with the current number of students?

**Question #2:** What activities do we know will be reoccurring each year? Example: Grade 5 farewell, Christmas craft, school BBQ etc

**Question #3:** Do we have long term or short term goals for fundraising? Example: New mascot painting in the gym

**Considering COVID restrictions, here is my proposal for 2020:**

<b>Starting Balance</b>	<b>\$ 5,349.06</b>	Sept 2020
Grade 5 Farewell	- <b>\$ 500.00</b>	How much is the banner?
Classroom Supplies	- <b>\$ 1,950.00</b>	\$150 per classroom x 13
<b>2021-2022 Reserve</b>	- <b>\$ 2,500.00</b>	Proposed amount
<b>Remaining</b>	<b>\$ 399.06</b>	
Fundraiser(s)	+ <b>\$ XXXX.XX</b>	For what purpose/goal?

**\*Assumptions:** Fun lunches, visitors/presentations, school BBQ, dances will be disallowed for the 2020-2021 year