

**École Viscount Alexander
Advisory Council for School Leadership
Annual General Meeting (AGM)
7:00 pm, Monday, June 9, 2014**

Attendees: Neil Arnason, Mélanie Barnabé, Annette Bonneteau, Barb Cahoon, Marcia Fonseca, Tatiana Gericke, Chris Lepa, Carol Steel, Shannon Tipping, Peter Ward

Regrets: Vanessa Nowostowski, Sheila Mitchell-Dueck

Minutes of the June 9, 2014 AGM Meeting

1. Introductions and preliminaries
 - a. Approval of agenda
 - i. Motion to approve - Carol S moved to approve, Barb C seconded, all in favour – yes, approved.
 - b. Approval of minutes from June 17, 2013
 - i. Neil A will update the minutes to remove the question mark.
 - ii. Motion to approve - Carol S moved to accept amended minutes, Chris L seconded, all in favour – yes, approved.
2. Annual Reports
 - a. Principal's Report (ST)
 - i. The principal indicated that it was a very good school year with lots of exciting plans for the upcoming 2014/15 school year. (see the June principal's report presented at the June regular meeting).
 - b. Chair's Report (NA)

The chair reviewed the year's undertakings under the following headings:

 - i. Fundraising: PAC does not make fundraising a large priority as it has income from the pizza and milk programs. We do not want to compete with fundraising efforts by the band program, student council, and SGTC. We did undertake the Peak of the Market fundraiser in November, but proceeds went to the band program (and band students assisted with making of bundles on the day vegetables were delivered).
 - ii. Services: we run the pizza days (co-ordinated by Kevin and Robyn Olfert), the Milk program (co-ordinated by Annette Bonneteau) and the lunch supervision program (co-ordinated by Elan Stamkowski until December and by Tatiana Gericke since then). Tatiana has done a thorough study of staffing costs which will be reviewed at the June regular meeting.
 - iii. Events: PAC provided a pancake breakfast for all students during Voyageur week (Feb. 21); provided refreshments and welcoming at the Open House March 6, and Staff Appreciation and Milk Spirit Week events during the week of April 29-May2. The chair attends major assemblies (remembrance day, awards day) and makes a presentation at the awards assembly.

- iv. Consultation on issues: ACSL is consulted on issues of school governance and curriculum and arranges presentations to inform parents of new issues, teaching methods, etc. This year we had a presentation of the Haiku learning assistance app; we were consulted about reassignment of PD days to allow more time for parent-teacher interviews, and we received reports on school safety and environment arising from the oil leak in the basement. Issues from last year on use of personal computer devices in the classroom seem to have resolved.
 - v. Thank you to “graduating” PAC officers. The chair thanked Carol Steel for her immense contributions over many years to parent council; she was instrumental in organising the lunch supervision program, helped start the milk program and lunchtime clubs, as well as being a driving force with Schoolground transformation. Sheilah Mitchell-Dueck organized innumerable staff-appreciation and open house events over the years. The chair especially thanks these two for mentoring him in the job of PAC chair in his first year. The chair also congratulated our principal, ST, for an outstanding first year as principal of EVA, managing the transition with efficiency, tact, and energy. The chair thanked her for her solid support of PAC and its activities.
- c. Treasurer’s Report (CL)
- i. There have been four sources of income this past school year including Peak of the Market, Slices Pizza days, milk sales and interest made on the accounts. The Peak of the Market fundraiser went to the Band Program to assist in funding their yearly program.
 - ii. Please see the attached to review the Treasurer’s Report:
(insert Chris’s annual treasurer’s report here)
- d. School Ground Transformation (CS)
- i. Phase 2 has been paid for and is completed. This includes Willow Island and tree planting.
 - ii. Phase 3 has begun (all funding in place) including the planning and installation of sport and recreation equipment.
 - iii. Phase 4 (all funding in place) will commence over the summer and fall including the construction of an outdoor classroom and further tree planting.
 - iv. Carol shared the upcoming design plans with the AGM group in attendance.
 - v. There will continue to be a need for fundraising as there are many more plans in the works for School Grounds Transformation.
- e. Pizza Program (NA)
- i. The pizza program has been a huge success. Parents like it, the children like, EVA PAC likes it and it is a great fundraising mechanism for EVA PAC.
 - ii. An order form is sent out twice a year to parents to order pizza for their children. Pizza day is every second week. Robyn and Kevin Olfert organize pizza day one week with Neil and a helper organizing the alternate week.
 - iii. The Pizza Program raises approximately \$3,500 in the year.

- f. Lunch Program
 - i. The lunch program was satisfactory for the year with raising staffing levels throughout the year.
 - ii. Desire is to maintain full staffing levels for the next academic year.
 - iii. A proposal on funding and staffing levels will be presented at the June regular meeting following this one.
 - g. Milk Program
 - i. Milk program went very well for the year as it has for the past several years.
 - ii. This will be Annette's last year running the milk program therefore there is a need to secure a resource in the 2014/15 school year who can ease in to running the milk program for the following 2015/16 school year.
3. New Business
- a. Election of ACSL Executive
 - i. Open nominations for Chair and Co-Chair
 - 1. Chris L nominated Neil Arnason and Peter Ward as Co-Chairs; Carol S seconded the nomination, nomination acclaimed.
 - 2. Neil A nominated Melanie Barnabé for Secretary; Peter W seconded the nomination, nomination acclaimed.
 - 3. Melanie B nominated Chris L for Treasurer; Carol S seconded, nomination acclaimed.
 - 4. Marcia and Barb were appointed members at large for the 2013/14 school year, Neil suggested Marcia and Barb continue to act as members at large (all agreed) and Neil will try to recruit a few more members at large in the fall as it would be nice to add at least 2 more members.
 - a. Carol S nominated that Marcia and Barb be members at large, Chris L seconded, nomination acclaimed.
4. Meeting Adjournment
- a. Carol S moved to adjourn the AGM meeting, Barb C seconded the adjournment, all in favour – yes, meeting adjourned.