

# St Patrick School Parent Advisory Committee

September 20, 2018



<b>Meeting Time and Date:</b>	7:00 pm Thursday September 20, 2018
<b>Meeting Place:</b>	Learning Commons, St. Patrick School
<b>Attendees:</b>	Heather Zarski, Erica Lucas, Michelle Nantias, Bob Charchun, Linette Enzenauer, Janelle Evenson, Heather Parker, Amanda Bendfeld, Natalie Mills, Bailey Hautzinger, Jayme Reinhart, Erin Martinson
<b>Minutes kept by:</b>	Linette Enzenauer
<b>Opening Prayer:</b>	Bob Charchun
<b>Review &amp; Approval of Minutes from last meeting</b>	Heather Parker made a motion to approve the minutes from the last PAC meeting. The motion was seconded by Bailey and all were in favour. Passed.
<b>Correspondence:</b>	None received
<b>Additions to Agenda:</b>	Bussing, Breakfast Program
<b>Election of Officers:</b>	<p><b><u>Officers</u></b>                      Heather Zarski – President                      Amanda Bendfeld – Treasurer                      Linette Enzenauer – Secretary                      Heather Parker – Vice President                      Janelle Evenson – Director                      Heather P. nominated Erica Lucas as Director. Accepted.</p> <p><b><u>Committee Members</u></b>                      Hot Lunch: Bailey, Natalie and Mary Beth                      Facebook Updates: Janelle                      Yearbook: Megan                      OLMP Rep: Jayme                      Thank you to all those who volunteered for our parent council and to past position holders as well.</p>
<b>REPORTS</b>	
<b>Principal's Report</b>	<p>Introduction by Bob. School values and Pac meeting info.                      430 students, 17 homerooms, junior entry 67 students in early learning.                      Catholic faith instruction                      Opening mass sept 21                      Terry fox sept 26                      Intramural events upcoming                      Choir performing at mass tomorrow                      Learning commons is back together- renovations/restorations                      Jody Carrington speaking to staff and parent evening upcoming, will be announced on SMore                      Michelle Nantias gave background and introduction                      The school has a dedicated art room, two flex rooms, and new spaces around the school.ie: soduko, magazines etc                      Breakfast club and street patrol starting next week                      St. Pats is on twitter : @StPatricksch2                      Division theme is We Are All Gods Masterpiece                      Rock fish will be the first school project-every student will be hand painting a</p>

	rock to look like a fish to complete the river under the Olive tree given to the school by the division.
<b>President /Treasurer's Report</b>	Balance forward on August 31 of \$18,935.68. Presented annual financial statements for the 2017/18 school year (attached to minutes). Heather to file society registration and financials following the meeting. Total revenue 2016/17: \$48,433.84 Total expenditures 2016/17: \$29,498.16 Hot lunch made a profit of \$3,826.55 in 2016/17. Signing Authority: motion to add Mary Beth Scrannage onto bank signing made by Linette, second by Natalie. Passed. Heather to inquire at VCU.
<b>STANDING ITEMS</b>	
<b>Hot Lunch</b>	Starting in October Number of days hot lunch being offered down due to less instructional Fridays. Bob reported that the PAC can replace freezer/mini fridge lost in the flooding event with a full size fridge with attached freezer however there may be an incremental cost to doing so. Motion to spend up to \$200 to replace fridge if insurance doesn't cover the entire amount. Janelle motion, second Heather P. Passed. Bailey to look into pricing, etc. and submit bill to Bob to submit for insurance.
<b>Yearbook</b>	Megan Kumar has all the files, etc.
<b>Breakfast Program</b>	School received small grant, always looking for donations. The program costs approximately \$500 month the run. It is valuable source for the students. Monetary donations are in need. If you are able to help, please see Mrs Baska in the office. Monetary donations are useful in buying fruit etc at right time as to not have spoilage etc. Current balance of \$2000, (1) \$50 donation and a \$1000 grant.
<b>Facebook</b>	No updates
<b>Fundraising</b>	Brainstorming on whether or not we should plan for any fundraising for the next year. Decision to wait with the healthy balance and not plan ahead for any at this time unless a situation arrives. Heather presented that if we support the same school activities this year (as we did in 2017/18 school year i.e. cookie decorating, Tournament of Books, Shrove Tuesday, etc.), this would be an expenditure of approximately \$4,000. Discussion on landscaping for front entrance (quote of \$3,500). Tabled for next meeting.
<b>OLD BUSINESS</b>	
<b>Musical Instrument Update</b>	Had approved up to \$800 to fix the xylophones from last year.
<b>NEW BUSINESS</b>	
<b>Bussing</b>	BRSD transportation is working on fixing and alleviating the buss issues. Please be patient with the transition. BRSD transpiration contact is Garth Rapson, EICS is Lynne Lambert. Please contact with questions and concerns and be the advocate for our school.
<b>Meetings Dates</b>	Parent Council is normally the third Thursday of each month. However, due to school closures on Fridays, the following schedule is proposed: <ul style="list-style-type: none"> <li>i. September 20th</li> <li>ii. October 18th</li> <li>iii. <b>November 22nd instead of 15th</b></li> <li>iv. No meeting in December</li> <li>v. January 17th</li> <li>vi. February 21st</li> <li>vii. <b>March 14<sup>th</sup> instead of 21st</b></li> </ul>

	<b>viii. April 25th instead of 18th</b> <b>ix. May 23rd instead of 16th</b> <b>x. June 13th instead of 20th</b>
<b>Next Meeting</b>	October 18, 2018
<b>Adjournment</b>	7:55 PM
<b>INFORMATION</b>	
<b>Adjournment</b>	Meeting was adjourned at 8:09pm.

# Annual Report

## 2017-2018 St Pat's Parent Advisory Council

Our Parent Advisory Council (PAC) continued to be active during the 2017-18 school year. The attendance at our meetings fluctuated between 6 – 19 people; with many more parents supporting the activities of PAC by volunteering at events. There was a large turn-over in executive, with new positions filled for the president, vice-president, secretary and treasurer. Despite these many changes, our PAC continued to build on the success of past years' activities, and also supported new ventures.

It has been an exciting year at St Pat's School and the positive changes to the school environment have continued. Highlights of the PAC activities are as follows:

- All financial reporting was completed at our AGM in September and submitted to Alberta Registries for continuation of our Registered Society status.
- PAC was in a very healthy financial situation after the completion of the playground project. No major fundraising projects were needed to support any of the activities of the 2017-2018 school year.
- We heard the frustration from parents over the bussing issues that were encountered throughout the year.
- Our PAC Facebook page continues to be an avenue where information can be shared with parents about the activities of PAC. Feedback was also given that parents really enjoy the weekly S'more update that is sent out by the school every week.
- Christmas is a busy time for PAC, with the committee members supporting several activities in the school:
  - A Christmas giving tree was set up at the front of the school to collect donations for the Open Door in Camrose.
  - A successful sugar cookie decorating event was again coordinated by the Parent Council for all students. Positive changes for this year included purchasing sugar cookies, and only providing one cookie per child.
  - A silver collection was held at the Christmas concerts with all proceeds (\$497.05) being donated to the school breakfast program.
- A free Shrove Tuesday pancake event (funded by hot lunch profits) for the students was coordinated by the Hot Lunch committee.
- Our Trustee Ron Baier accepted to our invite to attend our January 18th meeting.
- Weekly Hot Lunch continued to be a resounding success thanks to a dedicated group of volunteers.
- PAC supported the school in the March Madness Battle of the Books. 48 books were purchased for the library.
- Many ideas were discussed about how to spend the remaining funds from the playground fundraiser. Endeavors supported include: an exterior LED cross, 15 Action Bibles, Ukrainian Easter Egg supplies, memorial reading nook in library, math manipulations, sponsorship of the Tower Garden club, and a breakfast program donation.
- The PAC was successful in coordinating another track meet concession and was thrilled with Vision Credit Union sponsorship. This fundraiser brought in \$3,757 for the school. This year the PAC sold fresh watermelon fruit cups as a healthy option.

The success of the Parent Council is only through the dedication of our amazing volunteers. Thank you, thank you to the St. Pat's school community.

Respectfully submitted,

Heather Zarski  
President, St. Pat's Parent Council  
June 21, 2018

# St Pat's Parent Advisory Committee

Balance Sheet August 31, 2018

## ASSETS

### Current Assets

Battle River Credit Union	\$	18,809.96
Credit Union Common Shar	\$	125.72

<b>Total Cash</b>	\$	18,935.68
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### Accounts Receivable

### Total Receivables

<b>TOTAL CURRENT ASSETS</b>	<b>\$</b>	<b><u>18,935.68</u></b>
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## LIABILITIES

### Accounts payable

<b>TOTAL LIABILITIES</b>	<b>\$</b>	<b><u>-</u></b>
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<b>Total Liabilities and Retained Earnings</b>	<b>\$</b>	<b><u><u>18,935.68</u></u></b>
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# St. Pat's Parent's Advisory Committee

Income Statement September 1, 2017-August 31, 2018

## REVENUE

### INCOME

Hot Lunch	20,347.50
Track and Field Concession	3,757.00
Christmas Concert Donation	497.05
<b>Total Income</b>	<u>\$ 24,601.55</u>

**Total Revenue** \$ **24,601.55**

## EXPENDITURES

### Expenses

Hot Lunch	16,520.95
Cookie Decorating	487.71
Tournament of Books Donation	800.00
LED Cross	7,502.25
Track Meet Concession	41.00
Breakfast Club	1,000.00
Action Bibles (15)	449.94
Garden Club & Math Manipulatio	671.75
Shrove Tuesday	344.53
Tower Garden	141.23
Memorial Reading Nook	1,002.98
Thank You Ad/Teacher's Lunch	489.89
Cheque Order	45.93
<b>Total Expenses</b>	<u>\$ 29,498.16</u>

**Total Expenditures** \$ **29,498.16**

**Net Income (Loss)** \$ **(4,896.61)**

# St Pat's Parent Advisory Committee

Financial Statement September 1, 2017 - August 31, 2018

## Revenue

Credit Union Balance September 1, 2017	\$	23,706.57
Credit Union Common Share Account	\$	125.72
Revenue 2017-2018	\$	<u>24,601.55</u>

**TOTAL REVENUE** **\$ 48,433.84**

**Total expenditures 2017-2018** **\$ 29,498.16**

**Balance August 31, 2018** **\$18,935.68**