

# **MINUTES OF THE WISHART SCHOOL PARENT ADVISORY COUNCIL**

## **WISHART ELEMENTARY SCHOOL SEPTEMBER 22, 2021**

### **MEMBERS PRESENT**

There were 17 members present ( Sharlet Strandlund, Nikila Cyr, Vanessa Stone, Jordyn Antoski, Erin Brownlow, Jenn Lozoway, Stacy Scriver, Tammy Brown, Adrianna Couto, Laura Brakefield, Devin Carruthers, Robyn Leek, Hayley Nesbitt, Teresa Janisch, Michelle Reardon, Alicia Hayes, Marnie Latour ) In addition to Ruchi McArthur and Donna Sagodi.

### **CALL TO ORDER**

The meeting was called to order at 6:33 by PAC president Michelle Reardon and seconded by PAC VP Alicia Hayes

### **WELCOME AND INTRODUCTIONS**

### **APPROVAL OF MINUTES**

The minutes of the 24<sup>th</sup> of September PAC meeting were adopted as written by Michelle Reardon and seconded by Alicia Hayes.

### **REMAINING OPEN PAC POSITIONS**

Secretary – Michelle Reardon nominated Hayley Nesbitt and Alicia Hayes seconded. Hayley Nesbitt accepted

Events – Teresa Janisch nominated Nikila Cyr and Marnie Latour seconded. Nikila Cyr accepted

SPEAC – OPEN

Safety Coordinator – Alicia Hayes nominated Jenn Lozoway and Marnie Latour seconded. Jenn Lozoway accepted

### **ADMIN REPORT – Ruchi McArthur and Donna Sagodi**

From Ruchi McArthur:

\*Total of 456 students this year. Up 12 from last year.

\*New teachers to Wishart

Mrs. Martin – Music

Ms. Lee - Grade 1/2 split

Ms. Lovbakke - Grade 2

Ms. Hitchen - Grade 1

Mr. Moro - Grade 2/3 split

\*Teachers returning from leave

Ms. Agnew – Grade 2

Ms. Constable – Grade 4

\*Assignment changes

Mrs. Sagodi – Grade 4 & Vice Principal

Mrs. Graham – Special Ed

Health and safety

\*We continue to follow health and safety protocols; one big difference this year is the absence of cohorts which allows students to interact and play across grade level

School wide events

\*Recognition of Truth and Reconciliation Day – Sep 30th

\*Terry Fox Run – Oct 1<sup>st</sup>

## **PAC ADMIN REPORT – Michelle Reardon and Alicia Hayes**

Filling positions for

\*SPEAC

\*Safety

\*Home Reading Program

Home Reading Program

\*Currently have no one to take over, so will be continuing with what the teachers have been doing for their classrooms

Home Alone Course

\*There will be 2 for sure, possibly more

Child care during PAC meetings

\*Depending on how the restrictions go, child care is a possibility for a later date

Glenwood Meats

\*10% goes back to the school. Please bring your receipts to the office or your child's classroom teacher.

Mabels Labels

\*Portion of all sales go back to the school. Please select Wishart from the list of fundraisers when placing your order.

Cobbs Bread

\*Portion of all sales go back to the school. Please let them know your child's school prior to ordering

GFL Bottle Depot

\*School account. Please let them know it's for Wishart school prior to being run through

## **TREASURER REPORT : Marnie Latour**

Current state of accounts:

--Gaming account balance \$14,327.26

--General account balance \$43,438.60

Total funds available: \$57,765.86

Revenues 2020-21:

GENERAL: Budget 12,400; Actual 13,699.15

GAMING: Budget 10,980; Actual 8,480

TOTAL: Budget 23,380; Actual 22,179.15; shortfall of 1,200.85

We budgeted for the 2020-21 school year with very little insight into what the year would look like due to COVID. We had hoped that by spring the situation might improve and the Spring Fair, a major fundraiser, could happen. This was not the case. We were able to compensate through hot lunch (6,250.28), bottle drives (3,286.32 including our Alpine account), and several successful fundraisers (4,162.55). Gaming revenue, however, was limited to our grant of \$20 per student based on the previous year's enrolment (8,180), plus a 300 donation for the library from the Westshore Lion's Club. The logistics of managing raffles last year were more than we could undertake. As a result, we raised slightly less than we had hoped overall but are still happy with what we were able to achieve in a very strange year.

Expenses 2020-21:

GENERAL: Budget 34,980 Actual 21,583.39

GAMING: Budget 6,000 actual 7,372.98

TOTAL: Budget 40,980; Actual 28,956.37; savings of 12,023.63

Expenses for the school year were significantly lower than budgeted. Savings came from the excellent work of Matt Reardon in securing donations of materials for our forest project. We had a budget of \$20,000 but spent 11,969.98. In addition to the forest project, significant expenses included:

Classroom Support 6,900

Music Program 800

Learning Assistance 750

Library 500

Grad shirts for grade 5s 1,034.78

iRIDE 900

Mime presentation 1,000

We had not budgeted any field trips due to COVID, however the school was able to send the grade 4s and 5s to Camp Thunderbird at the end of the year and requested funding to offset the cost of busing. (In a normal year, parent volunteers would drive.) The PAC subsidized the trip in the amount of 1,200. We also subsidized Home Alone through WSPR for 504 and purchased two tents for outdoor events like bottle drives (223.94). For a variety of reasons, we did not fund a number of budgeted expenses, including home reading, safety supplies, outdoor circuit, and conferences. As a result, when we reviewed our financial position at the end of the year, we decided that we could afford to fund not one, but three 500 scholarships to former Wishart students pursuing a post-secondary education. We received so many excellent applications that even with three it was very hard to select the recipients. The remainder of our expenses were for small items like memberships, fun day, gifts for departing teachers, refunds for craft fair prepayments, etc.

The PAC executive has been working closely with the school administration and will be meeting next week to plan how to allocate our money this year. We will present a proposed budget at the October PAC meeting.

## **HOT LUNCH PROGRAM : Teresa Janisch**

Location

\*Full gym will be provided for every hot lunch day

How to order

\*The ordering will all be done online.

\*There will be instructions sent out on how to set up an account closer to the first fun food date

How to pay

\*Wishart uses Bambora which accepts credit cards/Visa debit

\*Also an option to pay by E transfer. If doing so, for your convenience, you can e-transfer more than the order amount and draw down your balance rather than making multiple e-transfers over the year

How many hot lunches a month

\*For the first month of hot lunch ( October ) there will be 2 popcorn days and 1 hot lunch

Will parents be able to volunteer this year

\*As of right now we will not be able to have parent volunteers, but it could change ?

## **FUNDRAISING REPORT : Alicia Hayes**

Clara Clark

\*Considering doing bedding again

Music Bingo

\*There will be 2 dates this year

Santas Helper

\*Undecided at this time

Art Cards

Bottle Drives

\*First one in October

Raffles

\*Hopefully 2 this year

Mod Pizza & Little Ceasars

\*Considering setting up a Wishart account for money back to the school

Paradise Island Cheese

\*Running this year

## **EVENTS : Position still open**

Walkathon

Dances this year

\*As of now there will not be any dances this year

Craft Fair this year

\*Waiting on an answer

## **SPEAC REP NEEDED**

Position entails...

\*Attending an online meeting the third Wednesday of every month.

\*Listening and taking notes to relay back to Wishart

## **BURSARY APPLICANTS**

\*Spoke about the 3 that were chosen from previous school year

\*Read thank you cards :)

## **BUDGET MEETING NEXT WEEK – Sep 29<sup>th</sup> @ 6:30**

## **POSITIONS FILLED DURING PAC MEETING FOR 2021 SCHOOL YEAR**

Safety -

\*Alicia Hayes nominated Jenn Lozoway for Safety

Marnie Latour seconded

Secretary –

Michelle Reardon nominated Hayley Nesbitt for secretary

Alicia Hayes seconded

Events –

\*Teresa Janisch nominated Nikila Cyr for Events and

And Michelle Reardon seconded

## **POSITIONS TO BE FILLED FOR 2022 SCHOOL YEAR**

As of now..

Treasurer, President (?), Vice President, Hot Lunch

Vanessa Stone shadowing Teresa Janisch for Hot Lunch – Possible take over next year

**MEETING CALLED AT 8:12PM**