

L'ECOLE BILINGUE PAC AGM MEETING MINUTES

June 17, 2019

7:30-9:00

Library

1166 W. 14th Ave.

CALL TO ORDER - 7:39

Quorum was met

APPROVAL OF 2017/18 AGM MINUTES - Motion put forth by Dawn Sells and seconded by Kelly Grossert; AGM minutes were approved unanimously without amendments

2019/20 Budget review with direct comparison to current 2018/19 budget - Treasurer - Heather Wessenberg

- 2019/20 draft budget attached separately.
- **Revenue** -
 - Pizza - conservatively budgeted lower next year because of change in suppliers; Sasamat - parent contribution will increase to \$300 next year per kid; because all costs (e.g. bus, facility) going up
 - Halloween haunt - not really an income generator
 - Direct donations - we budgeted less for 2019/20 based on this year's revenue; we usually get 19-23,000 but this year we received significantly lower partly because of the online direct donation system; there are some changes to the online system going forward so anticipate this to be easier for parents; we are actually budgeting a little bit more next year compared to this year;
 - Gaming grant - budgeting slightly higher than this year - we will get \$24 per student (application is in place, to be finalized); application in place
 - Other - transfer from 2018/19 surplus to next year's budget
- **Expenses**
 - PAC Operations - bank fees, postage etc; proposed lower based on actuals; we are now a member of the BC PAC which requires a small registration fee
 - PAC Meetings - actual expenses are significantly less; include PAC speakers; child care usually budgeted \$500 but usually spend around \$200; PAC refreshments \$1600 usually - now \$1000 because we only have two (no longer three) meetings with catered food;
 - Teacher Expenses - no changes
 - School Programs - we have decreased the amount for art initiatives to accommodate the projected decrease in revenue for next year; Sexual health

and online health - we typically alternate one or the other so we have combined this item to reflect that; Garden is now covered through long term growth budget rather than program budget;

- School Enhancements - no changes
 - Sustainability - now the garden program; parents at lunch removed;

Questions -

- 1) Q: Can the budget be circulated prior to the AGM - A: Scott is composing a document of PAC duties for the upcoming PAC chair as the position typically rotates on a yearly basis... he will include this for the upcoming year(s); we will consider making a PAC website for increased transparency
- 2) Q: Why is \$1600 budgeted for PAC refreshments? A: Addressed during Treasurer's review - will be decreased for next year.
- 3) Q: The November 2018 meeting minutes notes that there is \$50,000 in a long term project account. The April 2019 minutes indicate that \$7,000 was spent with funds coming from this "capital fund." Would it be possible to provide a budget for the capital fund outlining proposed expenses that would draw on this account over the next 3 to 5 years. That would be helpful information for parents - A: currently being used for garden and Earth Bites. Goals may change depending on the needs of the school with input from administration and parents. The amount that we can support depends on how much money ends up in that account and will change over time
- 4) Q: Churchill Scholarship - what is this and who is eligible? A: We give this to a grade 12 grad who has attended L'Ecole Bilingue. We received some thank you letters from Michelle Harris and Lauren Yim; Churchill gets it because the majority of L'Ecole Bilingue kids go there and because Churchill asked for it. Churchill selects the students and we have no part in evaluating applicants; PAC does not want to take on the responsibility of administering this scholarship; we are open to providing scholarships to other schools but the secondary school needs to ask;
- 5) Q: Request to set up a line item in the budget for the annual Evan's Lake trip in order to facilitate operation of this annual camp and hold surplus money for future years. A: It was recommended for Evans Lake leads to review this proposal with the new Treasurer in September, however acknowledge that this camp is not attended by all L'Ecole Bilingue students.
- 6) Q: Would it be possible for the Treasurer to present a running budget at each meeting summarizing the expenditures for that month? This would give parents a sense of what is being sent monthly and the state of the finances overall (example of Edith Cavell's minutes) A: There is an update of monthly expenditures at each meeting; budgets look "messy" mid year as monies are coming in and going out all the time thus may give misleading picture; perhaps this information could be disseminated on a PAC website if we have time and ability to put together for future years; the budget is a guideline for categories and amounts of spending rather than an accounting of expenses and revenue; Follow up Question Who do we suggest ideas to? A: contact PAC - any of the executive personally, or via PAC email

Motion to approve 2019/20 budget - Fiona Lo, Seconded by Ann Dar Santos
Vote - 17 yays, 0 nays, 0 abstention

2018/19 Year in Review - Chair - Scott Graham

- PAC provided ongoing support of the following programs:
 - igirl and iguy,
 - First aid,
 - Babysitting,
 - Biker's breakfast,
 - Book fair,
 - Halloween haunt;
- PAC Guest speakers (for parents) -
 - VSB Emergency Reunification Procedure
 - Evidence-based nutrition
 - Vaccinations
- Direct funding -
 - Teacher's PIN money - \$100 per teacher for expenses; provided at the start of the year
 - Field trip money -
 - Dance and ultimate - partially funded
 - Churchill scholarship \$300
 - Earth Bites - food literacy program - this was the first year of a three year plan; partially funded including provision of garden boxes on the patio and on the school grounds; provided educational opportunities for three grades / 8 divisions; very positive reviews from kids; plan is to expand to the whole school population and integrate into the curriculum; the third year may be a transition year to be more self-sustaining;
 - Food programs - improve the quality of food provided to meet provincial guidelines; We have made changes to pizza and will work on sushi for next year; good trade-off between healthy and tasty; thank you everyone on the Food Committee that put in the time and effort;
- Cecil Rhodes sign - recently taken up by school trustees with ongoing discussion and actions pending;

Election of officers:

Nominations

Secretary - no one nominated - this position will remain open - PAC Exec will rotate this duty or try to find a Secretary again in September;

Treasurer - Fiona Lo was nominated by Gwen Floyd - vote - 16 in favour, 0 nays, 0 abstained

Vice-chair - Enoch Lam was nominated by Bryan Dar Santos - vote - 15 in favour, 0 nays 0 abstained

Chair - Bryan Dar Santos was nominated by Scott Graham - vote - 16 yay, 0 nay, 0 abstained

Past Chair - Scott - automatically acclaimed without a vote

Meeting was adjourned at 8:26pm