



**Meeting Minutes  
June 14, 2017**

**Meeting Highlights:** *We met our new Principal, Mr. Peeters, and heard about staff changes; discussed the fundraising plans for next year; elected the PAC executive and approved the PAC budget for 2017/2018.*

**Welcome and Acknowledgement**

An acknowledgement that we meet on the traditional Aboriginal territories of the Squamish, Musqueam, and Tsleil-Waututh First Nations.

Motion to call the meeting to order: Nicole. Seconded: Stephanie.

We gave a round of introductions, including an introduction of our new Principal, Mr. Vital Peeters.

**Principal's Report – Mr. Mitzel**

Code of Conduct. The revised school Code of Conduct is done. Livingstone will be using Tupper's ROARS format, with the language adjusted to the elementary level. The Code will fit with next year's school plan on personal and social competencies.

Alice in Wonderland. The student-led play will be performed on Friday. Grade 6 and 7 students will perform two shows at 1:30 and 4pm.

Staff and Class Changes. Darren is interviewing for four staff postings this month, and one more posting will be issued over the summer.

The primary team has recommitted to the Reading Recovery program, which has shown good results at Livingstone. Ms. Paris will do Reading Recovery next year rather than being a classroom teacher.

Most classes next year will be straight grades; the only splits will be a 1/2, a 4/5, and a 6/7.

Year End. The grade 7 grad and sleepover are next week.

Thank You. Darren said goodbye, thanked Livingstone parents for their support, and praised the teachers and staff.

### **May 2017 Meeting Minutes**

Motion to approve May 2017 minutes: Nicole. Seconded: Stephanie. Approved.

### **Fundraising Committee Report**

The fundraising committee includes Jo Anne, Vanessa, Julia, and Karin. The fundraising plan for next year includes:

- Welcome Back BBQ on Sept. 21. This event might include a volunteer drive to highlight all the ways families can help throughout the year.
- Fund Drive October 2017. The committee would like a specific item(s) to highlight for fundraising. The teachers have provided a “wish list” and are now prioritizing the items.
- Jingle Mingle Shopping Day. Students can shop for gifts from a selection of items donated by Livingstone families.
- Livingstone Gala on February 2, 2018. This event may have a target goal of establishing an outdoor classroom for Livingstone. The gala may also be in cooperation with Brock Elementary, to help them raise funds for their playground.
- Walkathon May 2018. This event will return next year.
- Giving Back. The committee would like to introduce a giving back aspect to our fundraising. The committee is seeking a parent(s) to organize a program that gets our kids helping the larger community. This would tie into the new ROARS code and the school plan.
- Fun Lunch. New coordinator Mackenzie will be doing all the back-end work, including administration of the Munch a Lunch site. The weekly lunches will be organized by a team of volunteers (one person per menu). The menu is expected to be the same as this year.
- Popcorn. Sophie will continue the popcorn program next year, with one ticket sale at the beginning of the year.

- Recycling. Caroline and Tony will continue this program next year.

### **Co-Chair Report – Judy and Andrew**

Andrew outlined a few events remaining in the year:

- Sports Day: Cara is organizing parent volunteers and will be in touch shortly.
- Staff Appreciation Lunch June 21<sup>st</sup>: Many parents volunteered to cook and help set up this lunch for staff.
- Summer Garden Care: Julia volunteered her family for the last remaining week of garden care.

### **Nominations of PAC Executives**

Motion to elect Executive Members at Large Jon Beasley Murray, Nicole Oliver, Vanessa Lobel, and Jo-Anne Stayner for the 2017/2018 school year: Stephanie. Seconded: Julia. Approved.

Motion to elect Judy McLaren as Chair for the 2017/2018 school year: Nicole. Seconded: Andrew. Approved.

Motion to elect Jodie Siu as Secretary for the 2017/2018 school year: Nicole. Seconded: Judy. Approved.

Motion to elect Helena Tse as Treasurer for the 2017/2018 school year, with the caveat that PAC will seek a Co- or Assistant Treasurer: Nicole. Seconded: Sophie. Approved.

### **Treasurer's Report - Lennie**

Lennie reviewed the Treasurer's report dated June 2017. The balance in the general account was \$37,184.00, although several large cheques have been written to the school.

The Gaming Grant balance was \$3,277.57, although there is also a cheque coming out soon.

Lennie thanked Andrew for doing budget and fundraising reports.

Motion to approve treasurer's report: Nicole. Seconded: Sophie. Approved.

## **2017-2018 PAC Budget**

Andrew reviewed the 2016/2017 budget as of June 2017. PAC has approximately \$17,000 available in its account today. Overall, expenditures were less than originally budgeted, due to a conservative approach and because Darren and the teachers managed to get good deals on several items. Three items were over budget: Aboriginal library, Classroom Gardener, and microscopes.

Motion to accept changes in 2016/2017 budget for Aboriginal library, Classroom Gardener, and microscopes: Nicole. Seconded: Stephanie. Approved.

Andrew then reviewed the proposed budget to 2017/2018. Notable changes compared to 2016/2017 include:

- Teacher allocation was \$15 per student in previous years. Because of the Supreme Court ruling, classes are smaller this year, so PAC is proposing \$500 per division next year. As well, many of the teacher requests are quite small, so bumping up the “no-strings attached” funds gives teachers more autonomy and hopefully reduces the use of their own money. Non-enrolling staff numbers may be adjusted in the fall.
- Library book replenishment includes primary home reading books, which are in constant need. There have also be some requests for intermediate novel sets (which may be needed later in the school year).
- There was a new request for funding for the primary year-end party for 2016/17.

The fundraising committee also requested approval for a deposit for the Heritage Hall for the Gala event.

Motion to amend budget as presented with the additional \$200 Heritage Hall deposit: Nicole. Seconded: Sophie.

Motion to approve 2017-2018 PAC Budget as amended: Stephanie. Seconded: Jo Anne. Approved.

Motion to adjourn: Nicole. Seconded: Julia. Meeting was adjourned at 8:02 pm.