

West St. Paul Parent Advisory Council Meeting Minutes

Date: Wednesday, Jan. 8th, 2020

Attendance:

Carrie Tanchak, Sapna Shetty-Hees, Elana Spence, David Ingram, Lisa Davis, Stephanie Reis-Correia, Tanya Kohut, Crystal Spence.

Call to Order and Greetings:

Meeting was called to order by Carrie Tanchak at 6:07 p.m.

Adoption of the Agenda:

Motion was made to approve the agenda by Elana Spence and seconded by Sapna Shetty-Hees - *motion carried.*

Adoption of the Minutes of November 6th, 2019

Motion was made to accept the minutes by Elana Spence and seconded by Sapna Shetty-Hees – *motion carried.*

Administrative Report:

- Pancake breakfast was a success with an excess of volunteers available to help out.
- Santa for Seniors program raised over \$1300.
- Christmas concerts were very well attended. Winners from our craft sale draw received their front row seats and were acknowledged during the concert.
- Student voice has started a GSA.
- Ryan will be starting with Micro-bits program with groups next week.
- Basketball teams have been busy in the gym.
- Tappers are continuing to practice and improve their skills.

Executive Reports:

Chair:

- Due to a health issue the secretary has had to step down from her position. The executive made the decision to take turns taking minutes for the rest of the school year. A get-well gift will be sent on behalf of the Parent Advisory Council. Lisa Davis agreed to take on the responsibility of putting together a gift basket.

Vice-Chair:

- No report.

Past Chair:

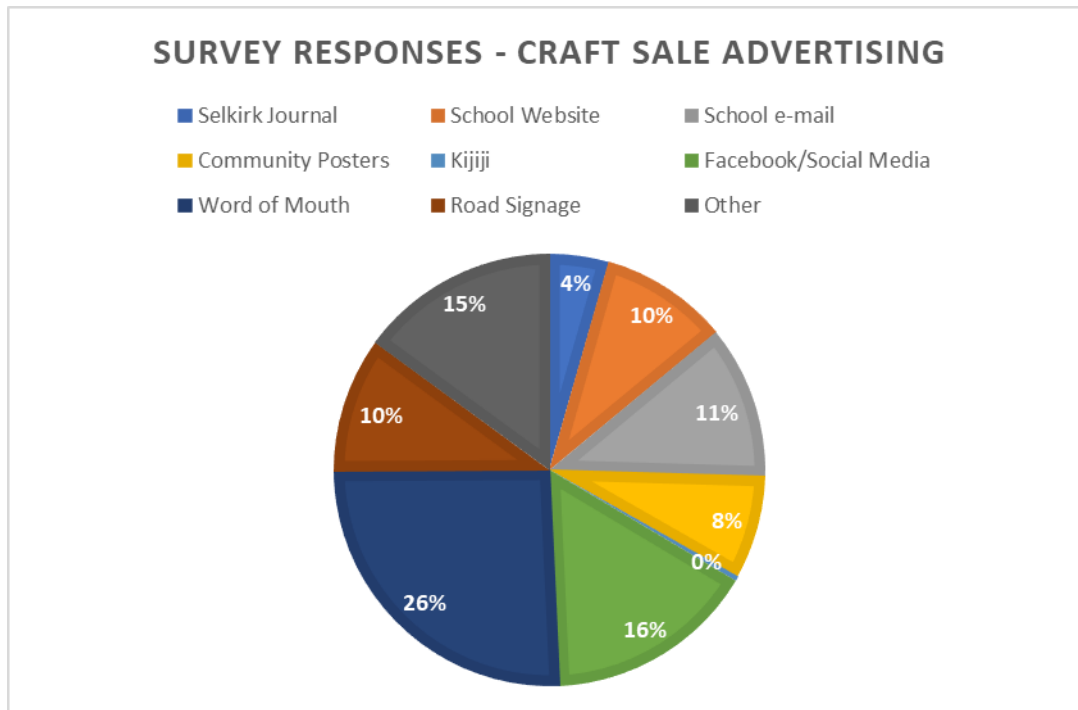
- No report.

Financial Report:

- See written report provided.
- Motion was made by Carrie Tanchak and seconded by Elana Spence to add \$7000 to the PAC Place Space Commitment, bringing our total commitment to \$25 000 – *motion carried.*

Craft Sale:

- Results of the Craft Sale Advertising Survey were shared by Elana Spence.



- The survey will help guide the craft sale committee in where they should focus their efforts for advertising next year.
- Total raised this year at the craft sale was just over \$8000.
- Discussion occurred about freshening up the crafters vs. continuity.

Fundraising:

- In order to install swings on the playground we will need a total of \$30 000.
- We will look at doing another fundraiser in the spring

Hot Lunch:

- Approximately 200 Pita Pit lunches were ordered in November.
- Approximately 300 Chicken Chef lunches were ordered in December
- Discussion occurred around other proposed locations including Wendy's and Salisbury House.
- There will be another Chicken Chef order for February 5th. We will look at the possibility of adding a slight increase to the cost with the small profit being directed toward the playspace.

Playspace:

- Next expense will be swings for a cost of \$30 000.
- There is the possibility of having them installed before the end of this school year.

Ongoing Business:

- None

New Business:

- None

Adjournment:

- Motion was made by Elana Spence and seconded by Sapna Shetty-Hees to adjourn the meeting at 6:51 p.m. – *carried*. Next meeting will be February 12th, 2020 with free childcare provided.