**Martin Morigeau Elementary School**

**PAC Meeting Minutes**

**2022-2023**

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| Meeting Name: | PAC Meeting | |  |
| Date of meeting | September 26th, 2023 | Time: 6:00pm | Tuesday |
| Meeting called by: | PAC President: Savannah Everding | | |
| Attendees: | PAC President: Savannah Everding  PAC Vice President: Jillian Larsen  PAC Secretary: Julia Dupuis  PAC Treasurer: Brianna McIndoe-Roy  MMES Principal: Teresa Vancise  Parent: Suzzanna Smith | | |

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| Agenda Items: Meeting Notes, Decisions, Issues | |
| Call to Order (time) | 6:09pm |
| 1. Approval of Agenda | APPROVED |
| 1. Approval of the Minutes of the Previous Meeting   (Exec must read these and have feedback if anything was missing or updated. Previous minutes are posted on the web page for all parents to access) | Approved by ALL PAC Meeting Members. |
| 1. Principal Report   Teresa Vancise | Annual Fall & Spring Assessments are under way.  PM Bench Marks (reading levels)  Overall district wide snap shot reviewing students reading and learning progress. The school district and teachers then can provide better support to students learning in class. |
| 1. Treasurer Report   Brianna McIndoe-Roy | Banking: COMPLETED!  Brianna was able to have the banking done.  We now have signing authority. Gaming cheque have been issued and mailed to the school. Should arrive in a few weeks.  Teresa has suggested that we keep a record on file regarding “Signing Authority Process”  Record of those on file with the bank will allow future new PAC members to transfer signing rights with ease.  Gaming Grant has been APPROVED.  Current Gaming Account total is $5176.00  Other Account total is $2493.52  Teresa asked PAC members if we would be interested in a Drumming Tour.  Drumming Tour:  Patrick, a local who teaches drumming, would instruct students over four days.  Working with students in each classroom. Patrick provides a instructional musical experience for the students to learn rhythm and symphony.  Working with each class he conducts a musical program that will be joined together in harmony as a pageant.  Patrick has helped with start the $3500.00 Grant Application. It has not yet been completed.  Patrick's cost for the Drumming Tour would be $1500.00  There has already been a previous grant application for a clay sculpture class. Which was turned down. It was suggested we try again for the clay sculpture class.  The Drumming Tour is yet to be voted and decided on. |
| 1. Hot Lunch – Jill Larsen | Enjoy Invoice came in. Amount to be paid $251.00  25 Beef Dip & Fries our cost $5.00  28 Grilled cheese & macaroni our cost $ 4.50  Each meal sold at $7.00  Total Profit $ 125.35  FUTURE HOT LUNCH DATES Hosted with Enjoy.  November 16, 2023 Burgers with potato salad or macaroni?  December 13th, 2023 Lasagna with Caesar salad/garlic toast?  Both meals have yet to be confirmed.  Jill will explore more Hot Lunch sources such as;  Sushi Sawa - Jill will follow up with her contact.  Coys - still waiting to hear back from owner on a potential menu.  Subway - Have not received a call back.  \*ask for more volunteers to help divvy out hot lunch for student for a swift delivery. |
| 1. Fundraising | Christmas Market Fundraiser:  Date: November 22/23/24, 2023  November 22 set up day.  November 23, Market is open to students and parents.  November 24, Market is open to the public.  Fliers will be provided to post on See Saw, around the community and at the school. Market contact will be contacted by Jill to requests fliers earlier. Encouraging buyers to come.  Price per gift ranges from .75 cents Min to $15.00 Max  Example of the gifts will be a great help to market the event.  Gift tags needed to label and store the gifts for students till its time to take them home for the holiday.  Principal Vancise approved the use of the portable for all the purchased items.  A $250.00 donation was given towards the market. This donation can be used like a voucher to students so they can shop for a gift for loved ones.  Start a New Facebook Page to help advertise up coming events details & Announcements. |
| 1. New Business | PAC Elections. All positions were resigned.  New PAC positions have been voted & elected.  PAC President: Savannah Everding  PAC Vice President: Jillian Larsen  PAC Secretary: Julia Dupuis  PAC Treasurer: Brianna McIndoe-Roy  DPAC Meeting November 2nd, 2023 @7:00pm  Savannah to attend with the possibility of Julia joining as well. |
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| 1. Upcoming Dates | Annual Child Abuse Course, Teresa may have an additional on line date for January, 2024 |
| 1. New Meeting | November 29th, 2023 @ 6pm Teams Meeting |
| 1. Adjourned (time) | 7:2pm |
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| Other items discussed: Suzzanna inquired about the Government Hot Lunch program. Teresa confirmed that our school district as a whole decided that a morning breakfast option would be better suited for students who need that morning meal, they may not get at home. Also provides a nice start and social period before school starts. | |
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| Action Items | | |
| Actions | Assigned to | Date |
| Signatures at the bank before next meeting COMPLETED | Brianna, Savannah, Jillian | Oct 25 |
| Teacher schedule for PAC meetings for next agenda | Teresa | Oct 18 |
| Communication re: Christmas Market fundraiser drafted and to Teresa to share with Staff | ? | Oct 25 |
| Hot Lunch forms to Holly | Jill | Oct 29 |
| Cost out agendas with a few companies—Holly and Teresa will need to know by February to start preparing documents for inclusion | ? |  |