

QE PAC MINUTES
Wednesday, January 23, 2013

1. The meeting was called to order at 7:05 p.m. (Jane Taylor). Introductions all round.
2. Acceptance of the Agenda with amendments (Jenny is unable to attend). Kris motions, Brenda seconds.
3. Acceptance of the Minutes with amendments: Magdalena will upload the slides on the QE website from her presentation in November 2012. Sound system was actually \$2,270 and was installed prior to the Winter Concert. Jane motions, Kris seconds.
4. Principal's Report (Magdalena Kassis)
 - Welcome Mike Bolianaz (Mr. B), the new VP. Mike has been a VP since '05 and came from Selkirk Elementary. His focus is on child mental health and wellness issues with a particular interest in behavioural and cognitive therapy.
 - In mid-February we will be having an assembly right after the lunar New Year. There will be 1 performance for primaries and 1 for intermediates.
 - Parent Conferences are fast approaching: February 6th and 7th with an early dismissal of 2:00 p.m.
 - Thinking about next year's enrollment. VSB would like our projections by end of April. These numbers dictate staffing entitlement from the VSB. We would like to know if a student is not returning for the New Year but we would never remove a child's name from registration until we receive a fax or e-mail requesting information from the other school, private or public. Hypothetically you should sign up your child if you are cross boundary. It would be an extremely rare circumstance if your child could not stay in the school he/she is attending.
5. Budget (Kris Jensen and Kristin McAllister)
 - We have not passed the budget and would like to do so, voting on expenses only.
 - Non-Gaming: Our estimates do not include \$2,000 which we will transfer from the non-gaming account to our gaming account. This is from monies raised by 6/7's when they sold popcorn and drinks at Bingo night and coffee at Christmas (bus rental for camp). We have gradually approved \$2,000 for kitchen supplies but anticipate it could amount to approximately \$5,000 by the end of the school year (June). Most of that money is for basic kitchen supplies. Magdalena will get a quote on the cost of installing a stove in the primary building. We also anticipate the ongoing cost of the garden. \$500 for this year but could be increased. Total approximately \$14,800.
 - Gaming: We anticipate receiving \$20 per student at the beginning of September school year for enrollment (which continues to go up). There are many restrictions on how we can use this money. Total approximately \$21,000.
 - Vote on Budget: unanimously approved.
 - Kristin: we have had an opportunity to look at future needs for the school and how we can use the money raised. There are restrictions on the gaming account (cannot enhance curricular activities). We have a wish list prepared by the administration and teachers along with a separate wish list from Mr. Marchioro (some of those items can be purchased with the gaming account). We have approximately \$21,000 available in general gaming and

\$20,000 that is non-gaming. Should we consider a holdback in order to pay for projected expenses. Discussion and decision about retaining a contingency in budget. Questions about the teacher's allowance - Magdalena will expand on what types of purchases are made at the next PAC meeting.

- IPAD issue: The wish list does not include the IPAD cart as more training expected before teachers feel comfortable requesting it. QE will test an IPAD cart in the spring (on loan). The VSB is dedicated to supporting a technology platform and we need to ensure that is in place if we go that route.
- We will assess the uniform supply before providing money on that item.
- We should establish a capital/fundraising committee to hopefully meet future needs of the school which may result in a direct appeal.
- **Wish List**: \$10,000 for capital purchases including whiteboards, printers, lap-tops and projectors from our non-gaming account. Will be ready immediately to be spent at the discretion of administration. Remaining monies provided as holdback for next year's expenses. Vote: unanimously approved.
- **Non Gaming**: we can put the monies towards a new screen in the gym, funding touring performances, lunchtime activities and sports equipment items. Vote \$5,000 for extracurricular phys-ed products, \$500 towards lunchtime activities (with the proviso that we ask for gently used items from parents for indoor rainy day activities and outdoor activities), \$800.00 for a screen in the gym. Total: \$6,300.00. Vote: unanimous.
- A summary will be prepared to be distributed via the QE newsletter from the PAC and the administration advising of the outcome of tonight's budget discussions.

The meeting adjourned at 8:45.

In attendance: Jane Taylor, Kris Jensen, Kristin McAllister, Richard Katrusiak, Victoria Fan, Martina Mitterer, Sandra Yen, Brenda White, Magdalena Kassis, Mike Bolianaz