**Minutes of Meeting-HGI Parent Advisory Council**

**Tuesday, April 19, 2016**

**Members Present:** Peggy Hobson, Peter Maluga, Harriette Miao, Jenny Hasenack Bru, Lauren Mitchell-Lawson, Jen Wilson, Quinn Wilson, Kim MacRae, Connie Torossi,

Mike Pizzi

**Regrets:** Silvana Catanese, Tom Albig

1. Meeting came to order at 6:30 PM.
2. The minutes from the Mar. 8th were approved by Lauren Mitchell-Lawson,

seconded by Peter. All agreed with no changes

1. **Treasurer’s Report**

Expenses to be Paid:

$1635 was Paid to Crossing Guard, we will pay half.

Wish list- Science Equipment $1000

Video Streaming – To decide what % of $4000 to cover

BasketBall Jerseys - $1500 - $1800 - To decide what % to cover

Tiny House Exp. - $1000

Teacher Appreciation – $500

Jenny to motion to pay the above expenses

2nd by Jenny W.

Approved by all

Pictures of all PAC purchases are on the Video streaming, Thanking the Parents

4) **Admin report by Peggy**

Amber Flinch is back

Banff Concert Band leaving tonight

Mental Health and Pembina school division survey for Grade 5

Athletic Assembly – April 29. Agenda :

Guest Speakers will be present

Grade 7 Girls presentation

Ball Hockey Tournament

Skill completion

Culturama this year on May 5 , 5 -7pm at HGI.

May 10, Orientation for grades 5 -8.

May 13 HGi track Meet at U of M

May 25, entrepreneurial adventures for Grade 7’s

Registrations for Grade 5’s due yesterday

A New Bus starts in September.

Possible to start one day per week for Kids to stay after school with supervision; kids who are waiting for Sports in the evening. This to start in September.

FYI: Check out Infento ( box of tools and part to create a bike )

Peter to send Letter out for Teacher appreciation ideas, and a

Letter out concerning PAC continuity for next year.

1. **Lunch Program report**- Prepared by Silvana but read by Peter.

**Financial:** Balance in the account as of April 15, 2016 is $68,777.33

**Total deposits** from March 5th to April 15 are $2430.00.

**Expenses:**

Payroll January 11 – February 5 - $10817.63

Payroll February 8 – March 4 - $ 8721.72

February “ Win a Pizza Lunch” - $269.91 ( Matthews and Maine)

March “ Win a Pizza Lunch” - $119.96 ( Templeton)

Refund Lunch Fees - $30.00 ( Shaffer)

**Fees Past Due:** Good progress was made this month on collecting fees. The list consisting of 17 students past due is now standing at 8. The 8 names will be emailed to Ms Hobson for review.

**Staff Complement:** No change. Staff complement for lunch supervisors remains at 20. In addition, salaries include the involvement of 1 lunch coordinator, 1 library supervisor, 1 canteen supervisor and 1 canteen buyer.

**Students with special needs:** Effective April 4th the lunch supervisors are providing assistance to 5 students during the lunch hour.

Effective September 2016 the lunch supervisors will not participate in providing “one on one” supervision. Our involvement is enjoyable to some, but stressful for others due to a lack of experience and skill set. Some supervisors are not comfortable to take on the” one on one “supervision. Also, it is costly and this cannot be maintained every year without increasing fees by a larger percentage and it is difficult to find suitable staff. Some days and not often, we are in a situation to supervise the students with special needs when someone has called in sick and this leaves me with a situation where I’m short staffed in the playground, classroom or hallways during indoor lunch days.

To date the lunch supervisors and the educational assistants have worked well as a team and provide excellent supervision to all students in the school ensuring their safety is maintained at a high standard. We will continue to work together to do our best for the safety of the students until the end of June as discussed with Ms Hobson.

**Win a Pizza Lunch:** Only one class was awarded free lunch during the month of March. Congratulations to Grade 8 Templeton. Pizza was delivered on April 6.

**Meeting:** A lunch supervisor meeting is scheduled for Monday April 25th. Some of the agenda items include: staff complement, new hires for September, increased lunch fees for Sept 2016, canteen and outdoor supervision.

**New Hires for September 2016:** The ideal number of supervisors to begin the new school year is 25. I will hire 5 new supervisors for September. One interview was completed April 12, and the second on April 15. The third interview is scheduled for April 21st. If you know of anyone that may be interested in joining our happy team of lunch supervisors in a wonderful school please feel free to pass on my email address [scatanese@live.ca](mailto:scatanese@live.ca)

**Meeting adjourned at 7:30pm.**