

Minutes of PLC Committee & BoD Meeting of Friday 4 March 2016
1055 Wilkes Ave., Caboto Centre Boardroom
19:00 – 21:30

Present: Shahin Shoostari, Sohrab Sobhani, Parvin Badri, Mojghan Tooghani, Shadi Kashanian, Majid Kermani, Khashayar Kamrouz, Shahnaz Naghipur, Hamid Zahedi, (Fahimeh Saied-Amjadi left at the start)

- Call to order: 19:11.
- Agenda proposed by PLC comprised of:
 - ICM-PLC Liaison
 - Grant from Manitoba Government
 - PLC tuition fees
 - Insurance

Agenda Items:

PLC-ICM Liaison:

- On 7th year of PLC, the total number of students is at 24 in all grades, ending up with 23.
- PLC indicates that PLC-BoD relation should be closer and requested to have a PLC committee member be present at BoD meetings.
- In the discussions, it was brought up that one person from PLC should be invited to be involved in the e-mails and discussions related to PLC.
- **MK** will report to PLC how the communication will take place.
- PLC would like to receive the ECSP application forms and guidelines.
- PLC requested to include SK during the next ECSP grant application.
- **Action:** BoD (KK/HZ) sends the link about the special project and the past ECSP applications. HZ provided SK the hardcopy of the ECSP guideline and a copy of the first draft of ECSP application.

PLC Budget:

- PLC will set its 2016-2017 budget in May.
- The PLC will include the 10% revenue contribution to ICM and 15% for unexpected expenses.

PLC Tuition:

- PLC is considering increasing the tuition fee in the next year budget.
- The tuition fee in the 2015-2016 academic year was \$240 for the first child and \$175 for any additional student from the same family.
- The tuition fees for 5 out of 23 students had to be waived/reduced due to their family's financial issues.

PLC Insurance:

- PLC has paid \$198 as part of its 2015-2016 insurance share.
- PLC requests to be included in discussions of insurance and be engaged in the coverage calculations.

Other:

- PLC will provide the wireless microphones for the Nowruz program.
- Reminder: BoD to apply for Kelvin HS permits in April
- Meeting was adjourned at 21:20. Next meeting to be determined upon PLC request.