

McKenzie Elementary PAC Meeting Minutes

Wednesday June 8th, 2022

Meeting called to order: 6:35pm

Attendees: Shelley Pugh, Lana Hansen, Joanna Snow, Meghan Griffin, Kristine Kusnyerik, Melanie Nielsen, Lisa May Phillips, Tracy Len

1) Intro & Territorial Acknowledgment- Joanna

2) Admin Report- Joanna Snow

- a) Strings Discussion: AMIS (Advocacy for Music in Schools) provided a one-time funding of \$213,000 to fund 1.593 FTE strings teachers district wide for all elementary schools to have access to strings program for any grade 5 student interested. Rentals can be a concern in the community: shortage of violins, cost can be prohibitive for parents to rent (up to \$400 per year for an instrument)
- b) Admin to consult with staff and PAC to determine:
 - Go ahead with string if feasible? Yes
 - Do we currently have a teacher on staff or qualified? No
 - Timetable preferred for school: (at McKenzie we recommended) #1, before or after school any day #2 at lunch any day #3 on Monday as we don't have strings teacher
 - Preference for yearlong or semester? Yearlong

3) Special Food Days- Meghan

- a) All going as planned for Friday June 10th (pizza and sushi)
- b) Meghan could use an assistant next year, a post will be made on the Facebook page
- c) Concern whether we can offer the same option next year due to new "healthy food in school" plan. Joanna says shouldn't be a problem as our SFD are only once a month. Admin would have to police this, no concern at this time. No information coming from school district yet.
- d) Big thank you to Kristine for all her work running SFD over the last couple of years.

4) Treasurers Report- Shelley

- a) Current bank balance approximately \$24,500. Anticipating final yearend expenses of \$4050, so will end year with \$20,000 of funds available
- b) Total fundraising profits for the year expected to be \$9,300 (final number to come). This is similar to the last couple of years.
- c) Discussion re changes to next year: \$3,000 budgeted for busses not covering the total for one bus per class. Shelley will confirm amount needed for next year & will reach out to Carmen re any other changes.

5) Arts Starts- Joanna

- a) Rhythm Resources Drumming performance. Whole school participated and it was amazing. First performance in two years.
- b) We've already booked for next year. Two options are Capoeira (Brazilian Martial Arts) or Brazilian drumming. Grant from the district covers part of the \$1100 approximate cost and PAC funds the rest. Looking to have it in February.

6) Spring Raffle- Tracy

- a) Online option worked well this year, low time commitment, minimal expenses (prizes all donated), no need for lots of volunteers
- b) Sold 328 out of 1000 tickets, lower than expected but anticipating profit of approximately \$1,400
- c) Next year we will time it to go along with the Arts Showcase so we can sell in person as well. Tracy will look into possibly a hybrid version or setting up class codes so we can offer a prize for class who sells the most.

7) Grade 5 graduation- Joanna

- a) Kristine is arranging cupcakes funded by the PAC using country grocer gift cards. She is also working on a balloon arch.
- b) Celebration will be on June 23rd outside. Families can join in for picnic, they will have posters up with the kid's memories.

8) Fun Day- Joanna

- a) All planned out for June 22nd, a notice will come home with students on Friday.
- b) Bouncy castle funded by PAC. Joanna reached out to school district to confirm if waiver needed. Company has 5 million liability insurance so parents will be notified to let school know if they don't want their kids to participate.
- c) Dunk tank will be setup for Joanna and Grade 5's to be dunked
- d) Teachers will all have different activities setup (Bocci, Karaoke, ect)
- e) Pizza ordered for whole school as reward for reaching level of Kenzie kids. K-2 get one piece, 3-5 get two pieces.

9) Parent Education Grant

- a) Have grant from this year, will look into arranging a parent night in the fall to use up
- b) Shelley will apply for the grant again next year

10) Staff Appreciation Luncheon

- a) Discussion on when to have it; settled on June 24th as all teachers will be there cleaning up
- b) PAC will arrange purchase of some platters from Country Grocer & then make a Facebook post for parent contributions (drinks, desserts, chips ect). Some staff with allergies to be aware of.

11) Call for nominations

- a) No official nominations or vote needed
- b) Shelley will stand as treasurer
- c) Melanie offered to do minutes for PAC meetings next year, Tracy can backup when needed
- d) Lana will chair when available
- e) Will wait for September to see if anyone wants to take on specific tasks (checking email ect). Lisa will monitor for the time being.
- f) Worked well as an informal PAC again this year with people helping out as needed. We all hope for some new faces to join next year
- g)

12) Welcome back BBQ

- a) PAC will reach out to a couple of parents that said they would take the lead
- b) Need to reach out to optimist club soon to book them for September 22nd
- c) Lisa has guides from previous events she can pass on

13) Final Thoughts/Discussions

- a) Discussed in person PAC meeting next year (with people able to zoom in). Joanna will reach out to a new kindie parent that has a daughter in Grade 8 that might be able to do the babysitting
- b) Crossing Guards (Michelle, Jen & Tana) have had a hard job this past month with all of the construction. Tracy to reach out with a thank you note and gift from PAC
- c) Joanna has reached out to Saanich for more yellow painting on curbs to help with parking/traffic issue
- d) Childcare Units- No update per Joanna
- e) Fundraising for next year: Tracy to look into Great Canadian Brewhouse that is opening at Uptown for a parent social night. We will look into bringing back some of the community events (movie night, board game café). Valuable to bring the school community together.
- f) School Supply lists will come out shortly and will be through Teachers File again
- g) Clothing Exchange- does it need organizing? Someone came in recently. Joanna has also been able to get new school clerk Daniella to help periodically. Always short on socks and underwear (size 4-8) if people can donate.
- h) Lost in found- currently Joanna is posting a video every couple weeks. Will need to reach out to new principle to confirm if PAC should take it back over next year
- i) Tree bags needed for summer
- j) Paula taking care of veggie garden and looking to setup irrigation. PAC to connect with Paula to confirm any help needed over the summer. Expansion is also on hold due to childcare units.
- k) Lisa reached out to Saanich regarding getting trees added to boulevard when new sidewalk is going on Margaret.

- l) Some teachers starting to return unused school supplies. Could the school use them? Yes, school can always use donations of extra school supplies or crafting items.

Final thank you to Joanna for the last 6 years as our principle.

Adjourned: 7:55

Next Meeting September/October 2022

Chair: TBA

<u>McKenzie PAC Treasurers Report At June 8, 2022</u>				
PAC Bank Balances	\$ 22,215.47			
PAC Donations held in school PAC fund	2,313.82			
Total Funds available	24,529.29			
<u>McKenzie PAC Fundraising Activities Sept-June 2021/2022</u>				
	<u>Revenue</u>	<u>Expenses</u>	<u>Profit</u>	
Cash Donation Drive	1,160.00	-	1,160.00	
Purdys	1,186.24	-	1,186.24	
Tree Chipping	1,802.75	-	1,802.75	
Special Food Day (<i>incl future payments rec</i>)	6,783.39	4,195.06	2,588.33	
Board of Education Grant	250.00	-	250.00	
Grade Five Pizza Fundraiser	585.00	284.65	300.35	
Purdys Easter	590.89	-	590.89	
Spring raffle	988.70	25.00	963.70	
	13,346.97	4,504.71	8,842.26	
<u>PAC OPERATING EXPENSES</u>	<u>Budget 21/22</u>	<u>Spent</u>	<u>Balance</u>	
1. PAC meeting expenses	137.50		137.50	
2. Supplies in support of activities	200.00	329	-129.00	
3. Speakers	250.00		250.00	
4. Student / Teacher Recognition	300.00	350	-50.00	
5. Fun Day/Hot Dog Day	150.00	500	-350.00	
6. Misc	150.00	50	100.00	
7. Special Request	300.00		300.00	
8. Earthquake	200.00		200.00	
9. Outdoor Project	10,000.00	2180.68	7,819.32	
Subtotal	11,687.50	3,409.68	8,277.82	
Country Grocer G/C Balance			324.5	
<u>Notes</u>				
Current funds available	24,529.29			
Expected final bank balance after all end of year expenses	20,000.00			
Total Fundraising for the year will be approximatly	9,400.00			