

McKenzie Elementary PAC Meeting Minutes

Wednesday, November 1, 2023

Meeting called to order at 6:34pm

Attendance: Shelley Pugh, Melanie Nielsen (recorder), Lana Hansen, Colleen Leithwood, Tracy Len, Jean Butler

Admin reps: Carmen Gauvreau, Jordana Beattie

Staff rep: none

1. **Intros & Territorial Acknowledgement** - Lana

2. **Admin Updates** - Carmen

- Cross-country and soccer have come to a close, along with first session of tennis – acknowledging staff who support those sports
- Basketball, rugby and track are on for spring if sponsorship, staff time, parent help allow
- Fire alarm pull yesterday and all procedures followed
- Pro-D Day on November 20, morning speaker from Indigenous Education department on medicine wheel, afternoon to be determined
- Email from Carmen requesting photos for Remembrance Day presentation, also interested in having active or past service members as part of the assembly (Nov. 10)
- FSA assessments with Grade 4s partway through

3. **PAC updates**

- Budget – Shelley
 - Just over \$33,000 in the bank including recent gaming grant
 - \$1495 raised from Halloween Dance, expenses still to be paid
 - Cash donation drive ongoing
 - Budget reviewed at October meeting, some amounts have been confirmed by Shelley and Carmen in subsequent conversations
 - Lana moved approval; Tracy seconded - approved (attached)
- Outdoor Project
 - Jean has been looking into possible grants, two may be promising
 - School District has restrictions around new trees based on maintenance required, but we may have four that will be replaced
 - Other plants and shrubs may be a possibility, **Jean will send info to Carmen, Carmen to confirm with the district**
- Purdy's Fundraiser – Lana
 - Lana set up today and posted to Facebook

- December 3 ordering deadline
 - If chocolates delivered on time, could distribute at winter concert
 - Board Game Night - Shelley
 - November 16, 6-7:30pm
 - Big gym reserved, can start set-up at 5:30 when Kids Klub is done
 - Candy bags and chips for the concession
 - Shelley will set up Sign-up Genius
 - School photos
 - A lot of people were unhappy with photo quality
 - Carmen has provided feedback to company, which is under 3-year contract
 - Carmen will re-look at contract to explore options
 - Winter concert on December 14
 - Last year we did a bake sale and silent auction, organized by Lisa
 - Option to do a 50/50 draw because we have time to get a gaming license, less work to organize – Shelley to apply for gaming license, Tracy will organize
 - Bake sale as well – Colleen and Lana to support
 - Parent Education Grant
 - Shelley applied for it (\$250)
 - Need a lead to organize, Shelley to post on Facebook
 - Look to partner with another school(s) again
 - Tree Chipping, January 6 and 7 – Tracy
 - Metal sign (donated) down in basement
 - Request to use new parking lot
4. **Roundtable** – all
- Portfolios
 - if they aren't in use for your classroom, you will see a more traditional report card
 - some reporting changes
 - SD tool is the permanent solution and more challenging for teachers to use
 - Child care units
 - A bit behind schedule, length of delay unknown

Adjourned: 7:21pm

Next Meeting December 6, 2023, in person, with babysitter

**MCKENZIE ELEMENTARY SCHOOL PAC BUDGET
FOR THE 2023/2024 SCHOOL YEAR**

PAC OPERATING EXPENSES

		<u>Budget 23/24</u>
1. PAC Administrative expenses		150.00
2. Supplies in support of activities		400.00
3. Speakers (covered by grant)		250.00
4. Student / Teacher Recognition		300.00
5. Fun Day/Hot Dog Day		500.00
6. Misc		200.00
7. Special Request (school clubs)		200.00
8. Earthquake		-
9. Outdoor Project		20,000.00
10. Grade 5 grad		175.00
	Subtotal	22,175.00
<u>STUDENT ACTIVITIES (Recreational)</u>		
11. Sports Equipment & Uniforms		500.00
12. Bus Transportation/ Field Trips <i>(To be held & reimbursed as needed)</i>		3,000.00
13. Lessons -swim/skate/PISE <i>(To be held & reimbursed as needed)</i>		-
<u>STUDENT ACTIVITIES (Cultural)</u>		
14. (Usually Perf Arts)- This year one time contribution to a new stage		950.00
<u>STUDENT ACTIVITIES (Educational)</u>		
15. Music		650.00
16. Classroom Educational Aids 140/class		1,680.00
17. Library Resources		500.00
18. Learning Assistance		140.00
19. School Councillor		140.00
<u>STUDENT ACTIVITIES (Administrative)</u>		
20 Birthday Pencils and Lunch Supplies		-
21. Cost Share Messenger		-
22. Student Agendas		-
23. Strong Start Program		200.00
	Subtotal	7,760.00
	TOTAL	29,935.00

\$1680 given to school in October

\$3080 to be given to school in November

Rest held to be used as expenses arise or to reimburse school at the end of the year

Mckenzie PAC Treasurers Report At Nov 1, 2023

PAC Bank Balances	28,897.53
PAC Donations held in school PAC fund	<u>4,731.00</u>
Total Funds available	<u><u>33,628.53</u></u>

McKenzie PAC Fundraising Activities Sept-June 2022/2023

	<u>Revenue</u>	<u>Expenses</u>	<u>Profit</u>
			-
Welcome Back BBQ	2,413.25	1,666.79	746.46
Halloween Dance	1,495.25	unknown	unknown
SFD	2,982.47	603.43	2,379.04
Cash Donation Drive	165.00		165.00
			-
			-
	7,055.97	2,270.22	3,290.50

<u>PAC OPERATING EXPENSES</u>	<u>Budget 23/24</u>	<u>Spent</u>	<u>Balance</u>
1. PAC administrtaive expenses	150.00		150.00
2. Supplies in support of activities	400.00		400.00
3. Speakers	250.00		250.00
4. Student / Teacher Recognition	300.00		300.00
5. Fun Day/Hot Dog Day	500.00		500.00
6. Misc	200.00		200.00
7. Special Request	200.00		200.00
8. Earthquake	-		-
9. Outdoor Project	20,000.00		20,000.00
10. Grade 5 grad	175.00		175.00
Subtotal	22,175.00	-	22,175.00

Country Grocer G/C Balance
