

# MEETING MINUTES

## SOUTH RUTLAND ELEMENTARY PARENT ADVISORY COUNCIL

Thursday, January 16th, 2020 @ 6:30 pm

Meeting called to order by Toni Koryakuss, SRE PAC President

### ATTENDANCE

Petra Thulewohl  
Heather Johnson  
Amanda Kraft

Jamie O'Connol  
Corinne Herman  
Mark Watson

Dianna Jensen  
Julie Thibert

Shasta Scott  
Jenn Williams

Toni Koryakuss - President & Signing Authority

Sally McLaren - Secretary & Signing Authority

### ABSENT

Suzan Miles - Vice-President & Signing Authority

Lisa Fennell - COPAC Representative

### CALL TO ORDER & WELCOME

Toni K. called the meeting to order and welcomed everyone and thank you to those who provided the snacks and wished everyone A Happy New Year!

### AGENDA APPROVAL

Agenda amendments: changed meeting date to January 16th, 2020, Previous minutes date is November 12th, 2019.

Toni K. made the motion to adopt the amended January 16th, 2020 agenda. Sally M. seconded.

**Motion carried by majority vote.**

### APPROVAL OF MINUTES

Minutes amendment: the Gaming account balance as of November 12th, 2019 is \$1,375.71.

Heather J. made a motion to approve the amended November 12th, 2019 minutes. Amanda K. seconded. **Motion carried by majority vote.**

Note: Minutes will be updated on the website 7-8 days after the meeting.

### PRINCIPAL'S REPORT: MARK WATSON

Message from Mark Watson:

- Thank you to parents for ensuring students are dressed appropriately for the weather
- Our STEM outreach program with UBC-Okanagan begins tonight and has 4 sessions
- Our celebrations of Learning and early dismissal days are set for January 30 and 31<sup>st</sup>

**Communication:** I would ask that communication to our learning community be directed through our school website [http://www.sre.sd23.bc.ca/Pages/default.aspx#/="](http://www.sre.sd23.bc.ca/Pages/default.aspx#/=). In our social media world we have many options for communication and all of them come with potential issues. I would ask that we use our website as our primary and hopefully most up to date information resource.

**Request for Funds:** There were no requests for field trips presented at this meeting.

## **PRESIDENT'S REPORT: TONI KORYAKUSS**

Thankful for the successful year we had. I will be getting busy in my personal life, will be taking schooling fulltime and won't be in the school as much as in the past. Will do PAC work after school in the evening hours. Mr. Mark Watson is available in the school if a need arises and is urgent.

We would love to see new volunteers from the parents of the younger students. There is a suggestion box on the PAC board still if there are suggestions or concerns you would like the PAC to address, but don't want to talk to an Executive member in person.

Julie T. made the suggestion of live streaming the PAC meeting for parents to virtually attend a meeting if they aren't able to attend in person.

If you are leading a committee, be sure the follow through happens. If there are questions about doing an event, please ask Executive members.

Please send ideas for activity nights and fundraisers, either via email or in the suggestion box.

## **VICE PRESIDENT'S REPORT: TONI KORYAKUSS spoke for SUZAN MILES, absent**

We worked hard last year with our fundraising efforts and all the hard work has paid off.

### **Here is an update regarding our current financial situation:**

- The Gaming Commission has opted to not issue a fine to the SRE PAC. This was an important ruling as a fine could have been significant.
- The SRE PAC is now free to utilize their account to support student activities and will be looking for opportunities to make a difference for students. We can vote to use PAC funds for field trips etc, if we want to do that.
- Based on a significant fundraising effort last year, the PAC has some funds to spend.
- The SRE PAC is receiving monthly restitution payments, and will be receiving these until the misappropriated dollars are fully returned.
- The SRE PAC has made another submission to the gaming commission to receive a grant for the 2019-2020 year. This request is still pending and should be ruled on in the near future.
- The funds in our Gaming account can only be used for field trips, per the Gaming commission guidelines. The guidelines are on the government gaming website for reading if interested.  
<https://www2.gov.bc.ca/gov/content/sports-culture/gambling-fundraising/gaming-grants/documents-forms#five>
- In our no fine agreement, a percentage of the funds recovered will be going back into the Gaming account.
- We are still eligible to apply for and receive Raffle licenses.

### **Grade 5 Discussion:**

The Grade 5's are having a tough year financially, they had no balance to start the year as there were misappropriated funds from the Grade 5 account totaling \$1,900. In the past, any overflow would go towards the next years Grade 5 class. Discussed with Mark W. & Susan M., SRE is a family, we want fundraising to be shared, but neither is more important than the other. All parents are working together for fundraising goals. **We are proposing to put \$2,000 in the Grade 5 account towards their Fundraising Goals this year.**

We would also like to have a swingset put on the primary side of the playground geared toward smaller children. There is a grant to fund playground equipment "Let Them Be Kids", it requires children to be involved in the planning process. **As a PAC we will vote on our fundraising goals as to where the money should be spent.**

## COMMITTEE/DISCUSSION GROUPS - 7:05 PM to 7:20 PM

### COMMITTEE REPORTS:

#### **HOT LUNCH - Toni Koryakuss:**

Have been receiving complaints of cold food, it's due to orders arriving early and no way to keep it warm. Rutland Dominos is donating 12 food warming bags to us to help keep food warm in the classrooms. We have switched to only two vendors, Dominos and Boston Pizza to simplify the hot lunch process.

Hot lunch ordering always closes on the 25th of the month for the following month. Ordering can be done to the end of the school year now. All the information is on the Hot Lunch website.

#### **GRADE 5 FUNDRAISING - Heather Johnson:**

**Jamie O'C. made the motion to transfer \$2,000 from PAC account into Grade 5 account to support their fundraising goals. Jenn W. seconded. Motion carried by majority vote.**

**Movie Night:** Diane J. - Grade 5's would like to host another movie night, they purchased enough supplies for two movie nights. January is too busy, they would like to host one in March.

**Bottle Drive Fundraiser:** Reminder the Bottle Drive is still happening, drop off returnables at depot, just need phone number of school to input and get labels to put on bags. Matthew G. is the parent heading this up if there are any questions.

**Gardom Lake:** Needs \$500 deposit for our event there on June 11th, 2020. An invoice needs to be received in order to write the cheque. **Heather J. made the motion to send the \$500 cheque for Gardom Lake deposit as soon as the invoice is received. Petra T. seconded. Motion carried by majority vote.**

**Fundraiser Idea:** Chances has Funday Friday's, it's \$10 a ticket usually, if we charge \$20 a ticket, we'd make \$10 profit per ticket. It would be promoted to family and friends and the public. **Jennifer Williams will follow up.**

### TREASURER'S REPORT: AMANDA KRAFT

The SRE PAC bank account balances as of January 16th, 2020 are as follows:

**General account balance is \$13,592.88 minus \$150.67 to Grade 5 acct, for a balance of \$13,422.21**

**Grade 5 account balance is \$748.08 plus \$150.67 from General acct, for a balance of \$898.75**

**Gaming Grant account balance is \$2,554.95**

**Note:** There was a mixup with a deposit, \$150.67 will be transferred to the Grade 5 account where it was supposed to be deposited.

#### **2019/2020 Profit & Loss Reports for Fundraisers to date were also presented:**

Fresh to You, \$358.13 Profit	November 21 Christmas Event, \$522.39 Profit
November Movie Night, \$150.67 Profit	Created by Kids, \$337.85 Profit
Raffle Baskets, \$710.48 Profit	Secret Santa, \$262.96 Profit
Hot Lunches, \$827.45 Profit	Popcorn, \$753.43 Profit

#### **Grade 5 Account**

Executive and Grade 5 committee will be reviewing all bookkeeping, & bank statements to clarify amounts, expenses and profit.

## **COPAC REPORT: TONI KORYAKUSS read report from LISA FENNELL, absent**

At December's meeting there was a guest speaker from "Proud for Prom" charity which helps provide low income teens with clothing for prom. Check out [proudforprom.weebly.com](http://proudforprom.weebly.com) for more information and watch for February Drive Through Donation date and location.

Treasurer discussed bursaries and pointed out that Gaming Grants can't be used for Bursaries via COBBS, but if issued directly to the student it's okay.

Social media was discussed and it was announced that the COPAC Facebook Group was closed and to stay up to date with announcements to follow the COPAC Facebook Page.

There was no meeting in January, the next meeting will be in February. The COPAC meetings happen the first Monday of the month and are held at the Hollywood Road Educational Centre at 7:00 pm. There is a representative from every school in the district who attends.

**NOTE: Our PAC didn't participate in the COBBS Bursaries this year as our funds were frozen in September when we needed to contribute.**

**BC FRUIT AND VEGGIE PROGRAM - Julie T.:** Our next delivery is January 21st and will be mixed apples and milk. Julie is looking for another person to train to help with the Fruit & Veggie program, it would be nice to have a team of 2 - 3 people, instead of just one. **THANK YOU!**

## **OTHER BUSINESS**

- 1. Reimbursement Forms:** All reimbursement forms and deposit forms are in the PAC kitchen and when filled out get put in the lock box. There needs to be one form filled out per person with receipts attached and the form signed. It is recommended you take a picture of the completed form with receipts for your own records before handing it in.
- 2. Fundraising Deposits:** There are blank carbon copy deposit books to use if the normal deposit book isn't available. Please leave a copy for the Treasurer.
- 3. Documents Missing:** Paperwork has gone missing from the PAC Kitchen. If you see paperwork, it's there for a reason, **PLEASE LEAVE IT THERE!** The Fruit & Veggie forms with everyone's information, allergies etc is some of the paperwork that has disappeared.

**NEXT MEETING DATE IS - February 6th, 2020**

**Shasta S. & Petra T. volunteered to bring treats for the next meeting.**

Motion to adjourn (8:05 p.m.)