

# MEETING MINUTES

## SOUTH RUTLAND ELEMENTARY PARENT ADVISORY COUNCIL

Thursday, September 14th, 2023 @ 6:31 pm

Meeting called to order by Lorna Campbell, SRE PAC Vice-President

### ATTENDANCE

Julie Thibert              Shasta Scott              Meg Conley              Harman Gill              Mackenzie Sharpe  
Trevor Herman              Kelli Dean              Mr. Watson  
Amanda Lucas - President & Signing Authority - absent  
Lorna Campbell - Vice-President & Signing Authority  
Sally McLaren - Secretary & Signing Authority  
Corinne Herman - Treasurer  
Amanda Kraft - CO-PAC Representative

### AGENDA APPROVAL

Cori H. made the motion to adopt the agenda. Sally M. seconded.

**Motion carried by majority vote.**

### APPROVAL OF MINUTES

Lorna C. made the motion to approve the May 11, 2023 minutes. Cori H. seconded.

**Motion carried by majority vote.**

### PRINCIPAL'S REPORT: MARK WATSON

Welcome to the 2023/2024 school year!

This year we will have about 35 staff members working with approximately 220 new and returning students. This year we are staffed for 12 classrooms. I am thrilled to be the Principal at S.R.E. and am excited to continue to work with the dedicated team of SRE staff and our parent community. I'm looking forward to continuing to learn with you and I will do my best to support your dreams. I'm hoping for a great year ahead, filled with professional engagement, positive school growth, and most significantly.... Wonder!

**Theme of the Year:** Wonder "When you Wonder you're Learning"

**School Photos:** School Photos were taken on September 13th. A date for retakes will be confirmed soon.

**New Classroom:** We are adding a section for our grade 4/5 classes and using room 13. It is the first time it has been used as a classroom in approximately 10 years. This change to our spaces will require us to rethink some of our current spaces.

**Enrolment:** Our school enrollment is at approximately 220 students. This is slightly above our projections but similar to where we finished last June.

**Terry Fox:** Our Terry Fox Run planning is in the works. Thank you to our Grade 3 classes for leading the organisation of this event.

## **PRINCIPAL'S REPORT: MARK WATSON cont.**

**Field Trips:** Staff are excited to start planning field trips and are appreciative of the support of PAC.

### **Learning Priorities for 2023-24:**

- ★ Foster/Extend caring communities
- ★ Foundational skills with spotlight on literacy
- ★ Stretching all learners through quality tasks

### **Staffing:**

#### **Introducing our team of educators for 2022/2023**

Kindergarten	Mrs. Dumanski
Kindergarten	Mrs. Hughes
Grade 1	Mrs. Morrison
Grade 1	Miss Kelly
Grade 2	Mrs. Deleurme
Grade 2	Mrs. Koebel
Grade 3	Mr. Irving
Grade 3	Mrs. Anderson
Grade 4/5	Mrs. Bergen
Grade 4/5	Mrs. Ruoss and Ms. Dionne
Grade 4/5	Mr. Rublee
Grade 4/5	Mrs. Dalman
Support	TBD
Mrs. Cochrane -	Indigenous Student Advocate
Ms. Hogan -	CEA
Mrs. Cornett -	CEA
Mrs. Blais -	CEA
Mrs. Schmalz -	CEA
Mrs. L. Parker -	CEA
Mrs. T Parker -	CEA
Mrs. Schleppe -	CEA
Mrs. Drummond -	CEA
Mrs. Haas -	CEA
Mrs. Tucker -	CEA
Mrs. Renner -	CEA
Mrs. Morris -	Teacher-Librarian
Mrs. Barton -	Learning Assistance
Mr. Tromsness -	Music/Drama Teacher
Mrs. Paley -	Strong Start Facilitator
Mrs. Skelton -	Speech & Language
Ms. Cameron -	Resource Teacher
Ms. Boru -	Elementary Counsellor
TBD -	Mental Health Counsellor
Mrs. Arneson -	Social Emotional Teacher
Mrs. Droettboom -	Support Teacher
Miss Mills -	Library Assistant
Mrs. Sigler -	Administrative
Miss Pilkington -	Teacher Candidate (Gr 4/5 )
Miss McCready -	Teacher Candidate (Gr 1)

## **PRESIDENT/VICE PRESIDENT'S REPORT: LORNA CAMPBELL**

The SRE PAC Executive introduced themselves and their position on the Executive.

### **FUNDRAISERS - Ongoing & Upcoming:**

**Mabel's Labels** - is available online and is ongoing, ordering can be done at any time during the school year.

**Fundscrip:** This fundraiser is an ongoing year to year fundraiser, you go online, order gift cards that are sent to your home and a percentage gets sent to the PAC of all gift cards purchased.

**Columbia Bottle Depot:** This is set-up already, you drop off bottles etc in a clear bag, input the school's phone number & attach a label to the bag when you drop them off. These funds go towards Grade 5 year-end activities.

**Domino's Pizza Night:** This was successful last year, doing it again this year, every Last Tuesday of the month will be our Domino's Pizza Night fundraiser, options are SRE1 & SRE2 for ordering pizza.

**Movie Night:** We are hoping to hold a movie night in October if we can get enough volunteers to run it.

**November 4th, 2023 - Family Pictures:** Basil Photography is doing family pictures for us, you reserve your spot online.

**November/December:** We are looking at doing poinsettia & Purdy's fundraisers around the holiday's, more information to come.

## **TREASURER'S REPORT: CORINNE HERMAN**

I just want to start with a bit of a recap from last year. I think we should be proud of what we accomplished.

Last year Opening Balance: \$10,269.82 Closing: July \$12,439.98

Grade 5 opening: \$55 Closing: July \$33

### **Fundraisers from last year:**

Purdys: \$603 (\$170 Easter, Christmas: \$433)

Hot Lunch: \$3,256 - all costs of this are already taken into account except the \$336 account fee

Raffle Baskets: \$1,198- Cost \$68

Make it Sow: \$114 and 2 trees planted

Dominos pizza nights: \$500

Blueberry Plants: \$80

Craft Night/Santa: \$254 Profit (lots of materials still to use.)

FundScript: \$37

Bottle Drive: (grade 5) Cheque was requested in August and should be here any day now. For this year, we will be requesting the funds in April to make sure the funds are available for use in June.

Movie Nights: \$166-\$400 each

Fri-Yay Treats: \$950

**Where we spent money:**

World Teacher Day - Supply treats and coffee for the teachers: \$123

COBBS: last year 2x\$200 and \$50 for admin fee: \$450

Gifted admissions to movie night. No Cost

Last year we agreed upon \$35 for babysitting fees per PAC meeting

Year end balloons:\$ 195

Grade 5 Gardom lake: \$2,500

Support school clothing:\$ 260

Gymnastics:\$1,000

Pac fridge:\$222

Basic housekeeping things.

Year End BBQ: \$1,394: We had well over 400 people show up. We did end up overbuying for the food. Some of which will be able to be used this year, water, juice and hot dogs and burgers. However we did donate extra burgers, hot dogs, buns and chips to the year end events that the teachers did with their students. The chips would not have lasted into this year, so it was a good way to have those used up.

This was not meant to be a fundraiser. Our hope was to just cover some of the costs and break even. We know some people didn't want their change. \$1,897.55 was deposited for this event. Probably also included the \$200 float, since it was not deposited on its own.

**2023/2024 School Year - Current bank account balances as of September 14th, 2023 are as follows:**

General Account: \$12,434.98

Gaming Account: \$1,510.66

Grade 5 Account: \$31.00

Gaming Grant was applied for in May/June to line up with the deadline for submission, and we have submitted the year end financials that ended August 31st, 2023 already. Schools typically hear back and have the money mid October. If we get this, it has been \$20 per student. I believe we had 225 Students which would mean approximately \$4,500 for the school.

This is only to be spent on the students and we can not make any money from this. There is also a new requirement that it is to be used within 2 years of receiving it, unless we are saving it for a big project, which has to be submitted in writing to the Gaming Branch ahead of time.

We have typed up a letter for the teachers and Grade 5 parents asking for their help with fundraising for the Grade 5 activities. While we did manage to come out \$3,000 ahead on the year, it is a lot of work. Not everyone's schedule can accommodate that, and while it was fun, the burn out felt by the PAC executive at the end of the year was a very real thing.

**Projects for this year & Continuation from previous years:**

SRE is 32 on the School District list for a playground enhancement.

Intermediate end Water fill station - School was going to pay for this? There is a maintenance backlog from the school district.

Friendship Bench installed - there needs to be a cement slab for it to go on & it has to be done by the School District's maintenance department.

## **COPAC REPORT FOR SEPTEMBER: AMANDA KRAFT**

- Welcome back to another year!
- Leanne Teidi - bit of a hectic start with hiring and fires, increasing advocacy with MLAs to get district projects done (tours, plans), minister of education stopped by to look at new daycares and other schools (HS Grenda and RMS), over capacity district wide (107%)
- Kevin Kardall - advocacy has been a big part of the districts work as well, emergency plans in place for schools under alert, supporting families impacted by fires/landslide
- Susan Bauhart - hearing some uptick about COVID - unsure how or if this will affect schools
- Terry Wishlow - schools were up and open and clean for startup
- District student council - nothing yet
- PAC 360 - BCCPAC - still a request to not pay these fees of \$80 yet - looking for more information on what money gets used for and transparency - we have until December 31st to register and pay and still have voting rights - more info to come in October
- Some schools having issues with irrigation meaning fields are dry - district is aware and working on it
- All PAC emails will be reset even if transitioned district wide
- Do we want a ZOOM licence? If we don't they will be turned off so that there aren't extra costs
- Events (Treasurer 101 October 3rd, Dan Duncan October 17th)
- Proposed district policy - If it goes through I will have to step down (or there is potential to make COPAC a non executive position and I can look into the steps for that - would include potential bylaw changes which are not a quick process) - do the google form after talking to PAC's
- Developing a calendar for parents to know when they can contribute to things (eg budget)

The COPAC meetings happen the first Monday of every month and the meetings are still happening via ZOOM this year.

### **Teacher/Staff Appreciation Day - October 4th:**

We would like to do coffee & treats to show our appreciation to the teachers and staff at the school. We may be able to get donations of both, but not guaranteed. We will also decorate the staff room. There are 40 teachers & staff.

Cori H. motioned that we spend up to \$150 on coffee & treats etc for Teacher/Staff appreciation day. Julie T. seconded. **Motion carried by majority vote.**

### **COBBS Bursaries:**

Last year we did two bursaries at \$200 each, there was discussion about the amount to spend, ie, less for more students etc.

Lorna C. motioned that we spend \$1,100, (\$200x4 Bursaries). Mackenzie S. seconded. **Motion carried by majority vote.**

### **Hot Lunch Update:**

Hot lunch ordering has started for October & November and December will be opening soon. There will be 5 different options available to choose from for November & December. If you have other suggestions, please send them to Lorna Campbell, Vice-President.

## Hot Lunch Update continued:

### 2022/2023 School Year Hot Lunch Summary:

	rev/sell	cost	profit	juice	hot dog	veggie dog
Sept	-	-	-	-	-	-
oct	514	289	225	66		
nov/dec	1470	864	606	186		
jan/feb/mar	2111	984.97	1126.03	297	194	1
apr	825	451.17	373.83	101	44	1
may	1118	607.14	510.86	155	45	2
june	929.25	514.39	414.86	130	34	2
			\$3,256.58	\$935	\$317	\$6

  

item	sell	cost	profit
juice	1	0.33	0.67
hot dog	3	0.9	2.1
veggie	3	1	2
chips	1	0.45	0.55

I do have a list of what we are starting with. There is ketchup and mustard left over from last year. The plan I believe might be to empty them all, purchase a large bottle of each and refill the smaller bottles as needed. Bottles have not been labelled so hopefully we will get them all back when they are used. Will need to replace a few missing bottles.

**Updating SRE PAC Bylaws:** This is a notice that we are looking at updating our Bylaws with changes that were made a few years ago, but never formally approved. We will be voting at our next meeting regarding the changes.

## NEW BUSINESS

**Regarding Field Trips & Spending PAC Funds:** In the past there have been dollar limits set between \$200 to \$250 for each classroom as funds permitted and teachers are made aware that the funds are available. There are 12 classrooms total this year, \$250 a classroom is \$3,000. Last year, the school district was awarded the "Student and Family Affordability Fund", part of which was used for field trips and funds weren't needed from the PAC. This year there is no such fund.

In the past the PAC has also been generous and designated funds for the Grade 5 year-end events without fundraising being required because we had extra funds. It was \$6,000 approximately last year for the Grade 5 year-end events including Gardem Lake. **The PAC needs Grade 5 parents to help with Fundraising going forward as we are depleting our funds quickly without doing additional fundraising.**

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

**Lorna C. made a motion to pass a \$250 budget per classroom for field trips for the 2023/2024 school year. (\$250 x 12 classes = \$3,000) Mackenzie S. seconded. Motion carried by majority vote.**

We have done up a letter to teachers re outdoor learning space, fundraiser ideas and more to get their input. We've also had questions regarding getting a proper place for scooters to be stored while students are at school. We've had approximately 15 scooters in the gym during the busy season.

**NEW BUSINESS Cont.**

Cori H. has looked into getting Scooter racks, and there are 2 quotes:

**BlueImp/swingtime: holds 10 scooters-\$973.70 Plus Freight and Taxes. Double sided one is \$1,832.00 Plus Freight and Taxes**

**Green Spoke: 10 scooters (this is already double sided): \$1271.16 Plus Freight and Taxes**

**NEXT MEETING DATE - TUESDAY, OCTOBER 3rd, 2023**

Motion to adjourn (7:50 p.m.)