South Nelson PAC Meeting Minutes

November 5, 2024

South Nelson Library, 6:30 pm

Attendees
Dawn S, Cindy P, Carly H, Helen M, Colleen O, Renae H, Shannon W, Lisa O, Tyler C

Motions

- APPROVED: Minutes from the Oct meeting
- Approved up to $2400 for skiing / winter sport programming from gaming grant - MSC
- Approved $500 for purchasing Decodable Readers - MSC
- Pending the cost of Shayna Jones Workshops, PAC will apply another $350 expenditure for the Decodable Readers - MSC

Principal's Report

- Land Acknowledgement
- See November Principal PAC Report https://southnelson.sd8.bc.ca/sites/default/files/documents/2024-11/Principal%20PAC%20Report%20November%202024.pdf
- "Gotcha cards" are given out to kids when they model GROWS (code of conduct) at school. Gotcha cards are then drawn at assemblies and students can win prizes. Donations for prizes are welcome.
- Nov is a month of deeper learning - may notice students are more tired and challenges may come up (i.e. social emotional, learning, support needs). Parents encouraged to connect with teacher and/or Dawn to work together
- Decodable readers - request for support to purchase 5-6 sets ($28/set of 6 books), total $700-840. Can be used for reading groups at different levels, partner reading, and practiced with trafalgar buddies. Guided Readers currently being used are outdated and teachers/students would benefit from using these Decodable Reader sets
- Shayna Jones - secured her for this year, applying for the grant to start workshops with students in January

Lunch Update

- Happy to have two sushi volunteers
- Pizza - volunteers recommended a trial of having pizzas set up at a table in the hall on each floor with class order lists (provided by Laura) so students can pick up their order there, rather than volunteers sorting pizza slices by class. Hoping this solves some inefficiencies and keeps pizza hot. Will try this starting tomorrow. Dawn will inform Laura and teachers of new plan.
- No hotdogs Dec 13th and 20th. Families who ordered for these dates will be credited in munchalunch and if credit not used by year end, will be refunded
- Volunteer coordinator needed ASAP.

Fundraising Report

- Santa's Workshop for Kids will be held on Dec 17th. Collection dates: November 12-22.
  - Shannon will put collection box out at sunflower doors for morning drop off. Will need someone to take it inside the sunflower doors at end of day. Items can be dropped off until day of in office
  - Can store collection items in multipurpose room (next to gym) and the sunflower room has a designated PAC area in a cabinet for extra storage

- - Shannon created SignUpGenius link for volunteers and Helen to make poster that will be sent together in email this week. Dawn to include info/link in weekly updates. Cindy can send to PAC group listserv
    - Plan for workshop: kids to bring $5 to buy gifts for 5 people. Dawn will provide teachers with ziplock to collect money in prep for their class' turn at the workshop and each student will get a "shopping list" for them to record who gifts are for. Movie in multipurpose room for students to wait
    - Dawn will order 12 tables
    - Trafalgar kids will help with wrapping
- Online Holiday Market - open on MunchaLunch November 12-27
    - Local items for sale online through munchalunch: Nelson's Chocofellar, Honey Candles, Live Full soaps, Nelson Olive Oil, Oso Negro, No6 coffee, South Nelson Ambler Toques, Georama Poinsettias
    - Pick up for most items Dec 6-9, Georama pick up Dec 12-13 - need volunteers to organize & distribute
- Purdy's is up and running, waiting for more catalogs to arrive
- West Coast Seeds is a go - Thank you Shannon!
- Grocery Cards - success! - Thank you Stephanie!
- October Movie night - success & well attended. To work on food distribution, popcorn & drinks for next time. Ordering was about 50% Munchalunch. Discuss next one in Jan mtg
- Agreed that Holiday fundraisers will be fundraising for PAC, not attached to specific initiatives at this time to allow PAC to prioritize based on school needs and timelines

Treasurer's Report

- Reviewed Gaming Grant Guidelines with attendees and determined that playground equipment and enhancements are listed under approved items
- Clarified that invoices for additional lunches from vendors should be sent to Laura to pay for this year
- See November PAC financial report

Playground Updates

- Carly H has been in contact with original builder, Eric Menard from Coast Timber and Frame. He offered to come to Nelson November 15 to meet on playground site to explore ideas for enhancements and provide estimate for potential work in Spring 2025. Meeting is free of charge and no strings attached. Meeting scheduled with Eric Menard on November 15 from 2-3pm. Cindy P, Sarah C, and Dawn S are able to attend
- Eric noted that the City of Nelson Engineer provided structural consultation for the original log playground and hoped they could again. Carly H has been in touch with city departments to request engineer support for this upcoming meeting and/or for the playground enhancement project

Family Crisis Fund

- Michelle M, Cindy P, and Carly R met to work on definitions, guidelines and policy for this fund
- Proposed idea: to create this reserve fund for SNES families who may experience death or terminal illness in their household. The fund can be used to provide family a choice of either MunchaLunch meals for their children for the year or Grocery Gift Cards in lieu. No application - school principal will advise
- Michelle reached out to BCPAC to determine if this has been done before and they advised that individual PACs can establish their own policies and guideline for this type of fund
- Once policy is established, PAC can fundraise for this specifically or apply a portion of PAC funds in reserve
- Michelle will approach local unions as they often have these types of funds and may be able to offer support

DPAC Updates

- DPAC fees are due

Actions

- Dawn will follow up re. grade 5 participation in pizza day
- Dawn to look into whether SNES has Non-profit status
- SNES toques from 2021 can be used for Gotcha Card prizes
- Dawn, Cindy P and Sarah C to meet with builder re. Playground enhancements Nov 15, 2-3pm
- Michelle will draft Family Crisis Fund policy and present to PAC
- Cindy P will reserve for PAC Holiday dinner meeting Dec 17
- Holiday fundraiser committees will draft email re. Santa's Workshop for Kids and Online Holiday Market with both flyers and descriptions in 1 email for Laura to send Nov 12
- Dawn will include bulleted info in weekly updates about PAC holiday fundraisers (Purdy's, Online Holiday Market, and Santa's Workshop for Kids
- Colleen O has offered to be PAC secretary. Thank you Colleen! Cindy P to propose this motion at next meeting

The next meeting will be Dec 17 for Holiday Social. Following meetings: Jan 7, Feb 4, Mar 4, April 1, May 6, June (TBD)

South Nelson Elementary School PAC
Statement of Accounts
Oct 15, 2024 to Nov 04, 2024

	Chequing	Gaming	Total
Opening Balances, Oct 15, 2024	**$25,582.11**	**$7,736.68**	**$33,318.79**
Income			
Grocery Cards	$16,264.25	-	$16,264.25
Movie Night	$424.33	-	$424.33
Other Munchalunch	$812.34	-	$812.34
Total Income	**$17,500.92**	**$0.00**	**$17,500.92**
Expenses			
Grocery Cards	-$15,482.00	-	-$15,482.00
Lunch Vendors	-$688.70	-	-$688.70
Bank fees	-$6.50	-$5.00	-$11.50
Total Expenses	**-$16,177.20**	**-$5.00**	**-$16,182.20**
Closing Balances, Oct 14, 2024	**$26,905.83**	**$7,731.68**	**$34,637.51**
Liabilities and Planned Expenses			
Cash to deposit - pizza sales	$200.00	-	$200.00
Cash to deposit - Movie night (x2)	$903.25	-	$903.25
Cash to deposit - Family Fun Night	$1,021.75	-	$1,021.75
Payable - Pizza for Movie Night	-$480.00	-	-$480.00
Approved transfer from Gaming Acct	$406.06	-$406.06	$0.00
Lunch vendors (estimated)	-$18,300.00	-	-$18,300.00
Move Night Supplies	-$100.88	-	-$100.88
Condiments ($450 annual)	-$277.00	-	-$277.00
Grad 5 Grad ($500 annual)	-	-$500.00	-$500.00
End of year snacks	-$450.00	-	-$450.00
Reserve holdback ($6000 as per bylaw)	-$6,000.00	-	-$6,000.00
Total Liabilities	**-$23,076.82**	**-$906.06**	**-$23,982.88**
Funds Available for use	**$3,829.01**	**$6,825.62**	**$10,654.63**