

## South Nelson PAC Meeting Minutes

October 15, 2024

South Nelson Library, 6:30pm

**Chair** - Cindy P (Chair)

**Attendees** - Dawn S (Principal), Sarah C, Tyler C (Treasurer, minutes), Shannon W, Lisa O (DPAC Rep), Michelle M, Colleen O, Renae H **Absent** - Carly H (Secretary)

### Motions:

- Approved minutes from September 2024 meeting.
- Approved motion to increase condiments to \$450 annually.
- Approved motion to electronically transfer a reimbursement of \$406.06 from gaming account to chequing account for last year's pizza and bowling grade 5 graduation.

### Minutes:

- Land acknowledgement from Dawn.
- Cindy won't send minutes to entire PAC email list, just exec team, but minutes are always posted on school website.
- Principal's report:
  - Truth and Reconciliation events held Sept 27. Assembly with Mr. Marsh's class performing indigenous drumming.
  - Art Cards were completed.
  - Cross country running has started. Whole school Mon and Wed, team practice on Tues morning. Run on Oct 18.
  - Outdoor learning is ongoing. Last week Cottonwood Lake with bike ride back. Class trips to garden forest.
  - Student council recently held an end of summer dance. Now started craft clubs.
  - New Student Leadership Group. A group of students with different leadership roles, 8 roles, with application process. Now giving out assignments.
  - Fire safety awareness was last week.
  - Early dismissals Oct 16/17 for learning updates. Earlier this year, as touchpoint for parents and teachers before report cards.

- Gr. 5 student leaders. Lunch student partners are selected, and have just started with helping serve sushi. Could help with next coffee social as well.
- Dreambox has been licensed for gr 4/5. Dawn checked with Gr 2/3 teachers and found the teachers do not need Dreambox as math being taught differently.
- Dawn looked into school's non-profit status but hasn't heard back yet.
- Art Starts - Dawn contacted Shayna Jones. She isn't sure if she has time. Nov 5 deadline. Backup would be Brian Lye, same as last year.
- Dec 12 is holiday concert. Challenge for evening concert is music teacher will be on maternity leave, so other teachers will be supporting (position to be posted). Afternoon show only.
- Lunch Program:
  - Pizza extras list needs some changes for easier distribution. Laura is working on it.
  - Lunch volunteers going great. Two new volunteers. Need another sushi auditing volunteer.
  - Looking for volunteer to be the lunch volunteer coordinator.
- Playground Update:
  - Sarah - showed plans and pictures of upgrades to upper playground with spiderweb ropes and connecting logs.
  - Possible spring timeline. No final plan. Meeting with builder to discuss soon, and will have more details after that.
  - Staining of shelter. Volunteers cannot stain. One installed on school grounds becomes responsibility of school maintenance dept. We might buy the stain.
- Treasurer's Report:
  - See attached.
  - Two Statement of Accounts were presented. First covers from start of summer to Sept 1. Second covers from Sept 1 to now.
  - Approx \$3800 in Gaming Account must be spent this year (due to 24 month time limit to use grant funds).
- Movie Night:
  - To send out pre-order reminder. Sales close Wednesday 11pm.
  - International Student Dept. doing stickers or face painting. Cindy prefers only stickers to not have too much disruption.
- Fundraisers
  - Family crisis fund committee will be Michelle and Carly. Will meet Oct 31 to set rules and regulations.

- Sunflower room isn't available anymore for fundraiser items storage and distribution. Dawn - could use stage or will think of other ideas.
- Santa's Workshop
  - Date set as Dec 17. Note, school concert is Dec 12.
  - Leadership students could help with posters.
  - Need a place to store donations. If stage, then might be best to have before concert. But before feels too early. Dawn will think of place to use as storage.
  - Decision needed on what cause to donate proceeds.
- Holiday Market:
  - Sarah will organize.
  - Local vendors sold on Munchalunch.
  - Aim for pickup around Dec 7. Might try to coordinate to have same pickup dates as Purdy's.
- Shannon has applied for West Coast Seeds. Waiting to hear back. Would be Jan/Feb timeframe.
- Playground funds allocation? Nothing official yet. Will track grocery cards proceeds as those has been advertised as for playground.
- Lisa has setup labels fundraiser. Notice to be sent out. We get 20%. Could send out notice with lost and found reminders.
- Renae - would be nice if could just give donation, rather than so many fundraisers. Sarah- can look into adding option in Munchalunch (there already is a donate a lunch donation on grocery cards) but won't get a tax receipt.
- Paint and sip. Cindy has a contact, Jen. Licensing issues could be problematic at school, so other venue. NBC? Lisa - non-alcoholic parent and student art event was better attended in her experience. Possibly March.
- Other
  - Cindy – Carly would like to take on the Vice-Chair PAC position but is currently Secretary. If anyone would like to become Secretary, please talk to Cindy or Carly.
  - Sarah - we could use funds to hire a drama instructor/coordinator to have a school play. Michelle - costs to rent Capitol Theatre might be prohibitive. Dawn - such productions rely on passion, talents, and capacity of specific teachers. Unfortunately, don't have staff willing to take on right now.
  - Next meeting will discuss approval of skiing support using gaming grant funds.

- Lisa (DPAC Rep) updated on the treasurer resignation and investigation of missing funds at the DPAC. The SNPAC will rely on Lisa's discretion to vote for candidates at the DPAC AGM based on her evaluation of candidates at the AGM.
- Next meeting dates
  - Note: Trafalgar PAC is held on 2nd Tuesdays.
  - We did 3rd Tuesday this month, but problematic later in year.
  - Nov 5, for next meeting
  - Will discuss the date for December social dinner at Nov meeting.
  - Afterwards, will do first Tuesday of each month, so Jan 7, Feb 4, Mar 4, Apr 1, May 6, June TBD

**South Nelson Elementary School PAC**

**Statement of Accounts**

June 11, 2024 to Aug 31, 2024

	Chequing	Gaming	Total
<b>Opening Balances, June 11, 2024</b>	<b>\$30,552.97</b>	<b>\$3,806.05</b>	<b>\$34,359.02</b>
<b>Income</b>			
None	-	-	\$0.00
<b>Total Income</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Expenses</b>			
Bowling - grade 5 grad	-\$200.00	-	-\$200.00
Pizza - grade 5 grad	-\$206.06	-	-\$206.06
Condiments	-\$57.93	-	-\$57.93
Lunch vendors	-\$14,308.79	-	-\$14,308.79
Lunches affordability support - hot dogs	-\$598.00	-	-\$598.00
Babysitting	-\$20.00	-	-\$20.00
Munchalunch	-\$336.00	-	-\$336.00
Year end snacks	-\$409.98	-	-\$409.98
Reimburse school pizza profit	-\$232.17	-	-\$232.17
Reimburse parents cancelled lunches	-\$76.38	-	-\$76.38
Art Starts - Brian Lye filmmaking	-\$1,039.50	-	-\$1,039.50
Bank fees	-\$34.00	-\$10.00	-\$44.00
<b>Total Expenses</b>	<b>-\$17,518.81</b>	<b>-\$10.00</b>	<b>-\$17,528.81</b>
<b>Closing Balances, Aug 31, 2024</b>	<b>\$13,034.16</b>	<b>\$3,796.05</b>	<b>\$16,830.21</b>
<b>Liabilities and Planned Expenses</b>			
Payable - Georama flowers	-\$2,361.45	-	-\$2,361.45
Cash to deposit - pizza sales	\$200.00	-	\$200.00
Cash to deposit - Movie night	\$393.55	-	\$393.55
Cash to deposit - Family Fun Night	\$1,021.75	-	\$1,021.75
Planned - Grade 5 grad swimming	-	-\$150.00	-\$150.00
Planned - PAC social coffee and snacks	-\$200.00	-	-\$200.00
Planned - Dreambox	-\$3,000.00	-	-\$3,000.00
Reserve holdback (\$6000 as per bylaw)	-\$6,000.00	-	-\$6,000.00
<b>Total Liabilities</b>	<b>-\$9,946.15</b>	<b>-\$150.00</b>	<b>-\$10,096.15</b>
<b>Funds Available for use</b>	<b>\$3,088.01</b>	<b>\$3,646.05</b>	<b>\$6,734.06</b>

**South Nelson Elementary School PAC**

**Statement of Accounts**

Sept 01, 2024 to Oct 14, 2024

	Chequing	Gaming	Total
<b>Opening Balances, Sept 01, 2024</b>	<b>\$13,034.16</b>	<b>\$3,796.05</b>	<b>\$16,830.21</b>
<b>Income</b>			
Munchalunch	\$18,127.97	-	\$18,127.97
Purdy's Easter fundraiser	\$402.27	-	\$402.27
Gaming grant	-	\$4,100.00	\$4,100.00
<b>Total Income</b>	<b>\$18,530.24</b>	<b>\$4,100.00</b>	<b>\$22,630.24</b>
<b>Expenses</b>			
Swimming - grade 5 grad	-	-\$149.37	-\$149.37
Coffee social	-\$366.94	-	-\$366.94
Georama Mother's Day fundraiser	-\$2,361.45	-	-\$2,361.45
Condiments	-\$172.91	-	-\$172.91
Babysitting	-\$20.00	-	-\$20.00
Dreambox software	-\$3,040.49	-	-\$3,040.49
Bank fees	-\$20.50	-\$10.00	-\$30.50
<b>Total Expenses</b>	<b>-\$5,982.29</b>	<b>-\$159.37</b>	<b>-\$6,141.66</b>
<b>Closing Balances, Oct 14, 2024</b>	<b>\$25,582.11</b>	<b>\$7,736.68</b>	<b>\$33,318.79</b>
<b>Liabilities and Planned Expenses</b>			
Cash to deposit - pizza sales	\$200.00	-	\$200.00
Cash to deposit - Movie night	\$393.55	-	\$393.55
Cash to deposit - Family Fun Night	\$1,021.75	-	\$1,021.75
Lunch vendors (estimated)	-\$18,000.00	-	-\$18,000.00
Reserve holdback (\$6000 as per bylaw)	-\$6,000.00	-	-\$6,000.00
<b>Total Liabilities</b>	<b>-\$22,384.70</b>	<b>\$0.00</b>	<b>-\$22,384.70</b>
<b>Funds Available for use</b>	<b>\$3,197.41</b>	<b>\$7,736.68</b>	<b>\$10,934.09</b>