

McNeely PAC Meeting Agenda
Date: Monday, November 7th, 2022
Time: 7:00pm
Location: McNeely – Staff Room

1. Welcome and Attendance
 - a. Recorder: Kajal Lad
 - b. Attendance: Janet L, Karina S, Pavan D., Michelle, Harley Rollins, Chrissy, Victor, Kajal
2. Additions to the Agenda
No
3. Approval of the Agenda
Pavan motions to approve the agenda _Janet seconds the motion __all__ votes in favor __0__ objections __1__ abstentions (motion passed and carried)
4. Approval of minutes from the following meetings:
 - a. October 11th, 2022 __Kajal motions to approve the agenda _Pavan seconds the motion __all__ votes in favor __0__ objections _1__ abstentions (motion passed and carried)
5. Chair's Report -Karina
 - a. We thank you Chrissy, Sukh and Tony for organizing and coaching the basketball team and the parents who support us with their time helping us in each activity and event that the school and PAC organizes. – Started with 39 kids but now have 49 kids registered.
 - b. PAC 101 workshop update – Karina attended.
Treasury -When someone purchase items needs to complete reimbursement form and attached receipt. Let Karina and Michelle know to cut checks. Reimburse with Checks only and no cash. For recordkeeping purposes. Same with counting cash – complete worksheet and always have 2 people to sign off.
 - c. PAC section of school website is update with all the PAC minutes from 2021 and 2022, PAC meetings dates and hot lunch dates, Thank you Claudia.
6. RDPA Update -Ellie – Not in the meeting today (will update next meeting)
7. Treasurer's Report- Michelle
Operating balance: \$32,388.24
Gaming balance: \$10,488.94
 - a. Budget Approval –
 - Breakfast club - \$3K budget is set aside yearly but \$0 budgeted for this year due to breakfast Canada club funding
 - Teachers Funds: 13 EA, 5 Resources and 15 FT Teachers (\$200 per Teacher, \$200 Resources, \$50 for EA. Total: Chrissy motion to approved. Jovan Seconds. All in favor and motion approved and carried. Total approved: \$3000 +1000+650 = \$4650

- Sports Day Popsicle: Increased budget from \$150 to \$200 - Jovan motion to approve, Janet Seconds. All in favor. Motion approved and carried
- Staff appreciation: \$500 Janet motion to approve, Chrissy seconds. All in favor. Motion approved and carried.
- Cambie Scholarship: \$500. Motion to approve Jovan and second Janet. All in favor. Motion approved and carried. This budget needs to come out from Operating account in the past Gaming was used.
- Grade 7 Grad Photos: \$350 Operating account to use. Motion to approve by Jovan and second by Janet. All in favor. Motion to approved and carried .
- Winter Holiday Hamper: \$1,000.00 Motion to approve by Janet, Second Chrissy, all in favor. Motion approved and carried. IF we need to increase, we can at the time.
- Outdoor education: \$1000 (for grade 6 &7). Motion to approve by Kajal and second my Jovan. All in favor. Motion approved and carried.
- Field trip Subsidy: **Change from \$200 to \$300 per teachers (15). Total of \$4500 from \$2800. Extra teachers this year and we have funds in Gaming account.** Motion to approve by Jovan and seconds Pavan. All in favor. Motion approved carried.
- Extra/Wish List: Fine arts program for entire school. 2 planned for the new year \$835 Sheena and \$1000 beetles. – Approve to give to Administration. Motion approved and carried in Oct meeting.

8. Administrator's Report

- a. Introduction and Acknowledgement of Territory by Mr. Rollins
- b. Breakfast club- Thank you to Nicole for volunteering and helping.
- c. Resource positions at school. Hiring 1.0 more teachers
- d. Remembrance Day ceremony. November 10th – In person and parents are welcome starts around 10:40am.
- e. Noon Hour Supervisor Positions Available at school – visit Make-A-Future (2hrs position) from 11:30 -1pm
- f. Skating/concert/plan for Winter Concerts – No annual holiday concert this year instead Skating night – Dec 7: 4:45 -6pm. All students possibly depending on the limit at Skating Ring. Have a hot chocolate and treat concession. 2 assemblies will be planned. Annual Holiday concert will be in the next winter (2023).
- g. IEPs are completed (what are IEPs?) – Individualize Education Plan – EA meetings with students/parents
- h. Parent portal – online access information coming soon.
- i. Staffing – Need to hire 1 more teacher. No teachers available.
- j. Updates from last time --No return from city plane

9. New business

- a. Adding one more person to the PAC Bank Account and removing Leanne Remington from the account to have our accounts update - Add Pavan D. to the account as a signer- Motion to approve Karina, Janet seconds. All in favor. Motion approved and carried.
- b. Set a date to update our Constitution and Bylaws - We need to look at this in February 2023. We are breaking the law by not having meeting in June. If we do not want to have a meeting in June than we need to amend the Constitution. Karina to send link out to the PAC.

10. Fundraising

- a. Gift card fundraiser update –Chrissy/ Yvonne/Claudia will run this fundraiser.
- b. Hot Lunch (Karina)- Fund raised were \$420 for Sushi
- c. Treat Day (Jovan) – Halloween Treat day: \$316 total sold – Expenses – final update next meeting
Next treat dates: Nov 29th Treat Tuesday & Dec 13th Hot Chocolate &cookies
- d. Halloween Party (Jovan/ Pavan) - \$800-900? profit made – expenses – Final update next meeting
- e. Holiday Photos (Pavan) - \$400 profit.
- f. New: Bring back Movie Night- Karina to look into this.

11. Roundtable

12. Adjournment @ 8:18pm

Next meeting, Monday December 12 @7pm in person (McNeely Staff Room)