

PAC General Meeting Minutes: October 26, 2022
Online over Zoom

IN ATTENDANCE:

Michelle Bastien (Chair), Kylie Hutton (Vice-Chair), Dean Johnson (Principal), Graeme Kemp (Vice-Principal), Sonia Kraljevic (staff), Rebecca McCormick, Tammy Siganakis.

QUORUM:

Quorum was met with a minimum of 4 voting members, two executive members and two non-executive members.

CALL TO ORDER:

Called to order by Michelle Bastien, Chair, at 7:02pm

ACKNOWLEDGEMENT:

We acknowledge that the Abbotsford School District is located on the traditional and unceded territory of the Stó:lō people, the Semá:th and Mathxwi First Nation. With this, we respect the longstanding relationship that Indigenous Nations have to the land, as they are the original caretakers.

TEACHER REQUESTS:

1. Sonia Kraljevic

Library Book Club: students come in during lunch on their own time to read or do activities, starting up next week, goes until nearly the end of the year, three times a week and is usually full, encourages literacy, looking for more non-fiction books, planning to “weed” out old books, asking for \$5000.00 for new books and to run the program.

Leadership team, aka Commons Crew: meet once a week to plan events and activities for the whole school (theme days, spirit days, recent samosa sale etc), give out prizes and need supplies, like to give them a pizza lunch once a week as they give a lot of their time, asking for \$500.00 (covered it last year)

Art Club: art shows for anyone participating in the club, looking for a way to showcase and display student art for everyone to enjoy, they have 6 wooden easels but they don't display much, looking to display art on display rails and display art in the LLC, art can be displayed year-round, wires and installation are the pricey parts, likely cost \$1000.00 to purchase and install.

Garden Club: the club is 11 years old, first middle school in district to have a garden and it has stood the test of time, a lot of interest still. The garden is open at lunch time for everyone, club meets once a week afterschool, plant and take produce home (club members). The club promotes healthy living and healthy eating, importance of fresh produce, as well as talking about care for the environment and social issues and public spaces.

There is no water in the garden, have to drag hose 150 feet to the school to hook up the hose, last year PAC funded a drip system and Sonia provided her own barrels, asking for money for stands for the barrels and new hoses (current ones are 10 years old), also need a new sprinkler and other tools (approx. \$350-\$400). Would like to plant a cold frame to grow more cold weather produce, materials for cold frame are approx. \$400.00, in total asking for \$1000.00.

TOTAL: \$7500.00

PRINCIPAL'S REPORT:

1. Student and Family Affordability Fund- ASD was given 1.9 million dollars and meals and food security, school supplies, school fees, clothing for school were flagged as top needs in district. \$18,750 was allocated to Fraser. How can we reach out to the community and engage them in the discussion? We know of some families in need but not all, how can we reach those families, make it as accessible as possible? This is a one time only funding so we wouldn't want to use this to fund on-going programs in case it doesn't occur again. A link will be available for families to fill out a confidential form that goes straight to admin. It would come in the form of No-Frills or Sport Chek gift cards only. School supplies can be purchased through the school. PAC is asked to share the link and the information.
2. Survey has been sent to students re: playground, gaga ball was included in that but not the main focus, hoping to have the data by the next meeting
3. Fundraisers: Cops for Cancer \$534.00, Terry Fox just over \$1300.00.
4. New photographer this year, looking for feedback. The re-take "fee" of \$5.00 was a deposit towards photo packages.
5. Thank you to PAC for posting info about clubs, book club is not on the website and should be added.
6. Calendar updates- September 28th Walking Forward Together Pro-D for all staff and National Truth and Reconciliation Day on Sept 29th
 - Parent-Teacher Interviews were in person and a success, 3 pods did student led conferences
 - October 20th drop cover and hold for great shakeout
 - October 21st pro d-day day

- photo retakes on October 24th and Diwali (Diwali club for the first year),
- *UPCOMING: Monday is Halloween (no weapons, mask, blood, keep it school friendly)
- Remembrance Day assembly on 9th, 10th is pro-d day
- Grade 6 immunizations December 1, envelopes are sealed and private when they go home, if your student struggles with shots set up appointment with health unit, ----report cards go home December 3, switched to Clevr this year
- last day before winter break is December 16.

APPROVAL OF PAST MEETING MINUTES

Michelle read the minutes aloud. A number of teacher requests, principals report, approved AGM minutes, discussed possibility of gaga ball pit, appointed Vice-Chair, approved budget, approved requests, DPAC report, open floor, decided to alternate meetings, basketball nets, and financials were mentioned.

MOTION:

Michelle Bastien moves that we approve the minutes as written, Tammy seconded, no one opposed.

OLD BUSINESS:

1. Gaga Ball Pit

Discussed during Principal report

Basketball nets: Dean will get back to us

2. PAC Donations

Michelle talked to Robin and Jesse and there will an option for different denominations, and this will come out every term (3 times a year).

CHAIR REPORT:

Lavi has resigned from her position as secretary as she has moved back to full time work, we have an opening on the executive for a secretary. We are also still looking for a DPAC rep.

FINANCIAL REPORT:

General Account: \$11,532.50

Gaming Account: \$37,288.64

Total: \$48,821.14

Outstanding cheque that hasn't been cashed yet for the school from June 30th in the amount of \$1980.55. Admin to look into this.

After committed funds we have:

General Account: \$ 6,457.50

Gaming Account: \$ 26,230.16

Total: \$ 32,687.66

See attached Financial Report

DPAC REPORT:

All candidates attended all-candidates forum, approx. 70 people in audience.

PAC 101 with BCCPAC, slides to be shared once received, next DPAC meeting is October 27, 2022 at 7pm on Zoom. DPAC meetings are open to everyone, not just DPAC reps.

OPEN FLOOR

Staff request approvals:

1. Book Club

MOTION: Michelle moves to approve \$5000.00 for the Book Club, Tammy seconded. No one opposes. Approved.

2. Commons Crew

MOTION: Michelle moves to approve \$500.00, Tammy seconded. No one opposes. Approved.

3. Art Club

MOTION: Michelle moves to approve \$1000.00, Kylie seconded. No one opposes. Approved.

4. Garden Club

MOTION: Michelle moves to approve \$1000.00, Tammy seconded. No one opposes. Approved.

ADJOURNMENT: Michelle adjourned meeting at 7:47 pm. Rebecca seconded.

Next Meeting: Wednesday, November 23 @ 7pm in the Library Learning Commons

PAC Financial Request

The PAC is responsible for the disbursement of these funds by enhancing the extracurricular opportunities, non-academic activities or supplies. Gaming funds will be allocated in accordance with Provincial Government regulations. Historically, we tend to receive more requests for funds than we have funds to allocate, so please be sure to submit your requests on time and we will review each request carefully and objectively. If your request is approved, remember to submit your invoices to the office, for payment. If your approved funds have not been used by May 30, the funds may be reallocated to another project.

You must submit requests for finances by the April PAC Meeting. All spending completed and invoices submitted to office by May 30. If you have a request past the due dates please reach out directly to the PAC (ie. Year-end events). Requests should be emailed to wafmpac@gmail.com or submitted to the PAC mailbox on or before the due dates.

Financial Information

Teacher/ Administrator Name: SONIA KRALJEVIC

Which students this will impact? ALL

How many students will this impact? 648

How will this enrich the students year?

Library book club - new books
encouraging literacy, more inclusive collection
reflective of all student body, incentives, prizes

How much money will this cost? \$ 5000⁰⁰

How much are you requesting? \$ 5000⁰⁰

Type of Financial Request (circle one):

Field Trip Classroom supplies Sports Equip Computing Equip Playground

Equip Fine Art Supplies In School Event Other

Details of Request:

- New books
- Club activity supplies
- Incentives, prizes

Date of Finances needed (re: if deposit or early payment is \required): ASAP

Teachers Signature [Signature] Date Oct. 26/22

PAC Approval

Gaming Account
General Account

Financial Amount given: _____

PAC Chair Signature _____

Date _____

PAC Financial Request

The PAC is responsible for the disbursement of these funds by enhancing the extracurricular opportunities, non-academic activities or supplies. Gaming funds will be allocated in accordance with Provincial Government regulations. Historically, we tend to receive more requests for funds than we have funds to allocate, so please be sure to submit your requests on time and we will review each request carefully and objectively. If your request is approved, remember to submit your invoices to the office, for payment. If your approved funds have not been used by May 30, the funds may be reallocated to another project.

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Financial Information

Teacher/ Administrator Name: SONIA KRALJEVIC

Which students this will impact? ALL THROUGH LEADERSHIP ACTIVITIES

How many students will this impact? 648

How will this enrich the students year?

BUILD CULTURE & COMMUNITY

How much money will this cost? \$500

How much are you requesting? \$500

Type of Financial Request (circle one):

Field Trip Classroom supplies Sports Equip Computing Equip Playground

Equip Fine Art Supplies In School Event Other Leadership "The Commons Crew"

Details of Request:

Supplies, materials, prizes for
Spirit weeks + theme days
Leadership appreciation lunches

Date of Finances needed (re: if deposit or early payment is \required):

ASAP

Teachers Signature SP [Signature] Date Oct 26/22

PAC Approval

Gaming Account
General Account

Financial Amount given: _____

PAC Chair Signature _____

Date _____

PAC Financial Request

The PAC is responsible for the disbursement of these funds by enhancing the extracurricular opportunities, non-academic activities or supplies. Gaming funds will be allocated in accordance with Provincial Government regulations. Historically, we tend to receive more requests for funds than we have funds to allocate, so please be sure to submit your requests on time and we will review each request carefully and objectively. If your request is approved, remember to submit your invoices to the office, for payment. If your approved funds have not been used by May 30, the funds may be reallocated to another project.

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Financial Information

Teacher/ Administrator Name: SONIA KRAJCEVIC

Which students this will impact? ART CLUB, ARTSHOW PARTICIPANTS
+ ALL WHO VIEW THE ART.

How many students will this impact? 648

How will this enrich the students year?

Display Student Art - showcase our artistic talent, enrich environment, build pride, community culture

How much money will this cost? \$1000⁰⁰

How much are you requesting? \$1000⁰⁰

Type of Financial Request (circle one):

Field Trip Classroom supplies Sports Equip Computing Equip Playground

Equip Fine Art Supplies In School Event Other

Details of Request:

Picture hanging rails, wires & clips plus
installation

Date of Finances needed (re: if deposit or early payment is \required):

Teachers Signature [Signature] Date Oct 26/22

PAC Approval

Gaming Account
General Account

Financial Amount given: _____

PAC Chair Signature _____

Date _____

PAC Financial Request

The PAC is responsible for the disbursement of these funds by enhancing the extracurricular opportunities, non-academic activities or supplies. Gaming funds will be allocated in accordance with Provincial Government regulations. Historically, we tend to receive more requests for funds than we have funds to allocate, so please be sure to submit your requests on time and we will review each request carefully and objectively. If your request is approved, remember to submit your invoices to the office, for payment. If your approved funds have not been used by May 30, the funds may be reallocated to another project.

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Financial Information

Teacher/ Administrator Name: SONIA KRALJEVIC

Which students this will impact? GARDEN CLUB (PLUS)

How many students will this impact? 30 plus any who benefit from produce - ie buy salad from canteen, purchase seedlings

How will this enrich the students year?

Promote healthy lifestyle and healthy food choices, care for environment

How much money will this cost? approx: 1000⁰⁰

How much are you requesting? 1000⁰⁰

Type of Financial Request (circle one):

Field Trip Classroom supplies Sports Equip Computing Equip Playground
Equip Fine Art Supplies In School Event Other Club.

Details of Request:

New hoses \$200 (and some tools)

New cold frame \$400

stands for barrels (donated by me) for irrigation \$150

Date of Finances needed (re: if deposit or early payment is \required): ASAP

Teachers Signature Smaljevic Date Oct. 26/22

PAC Approval

Gaming Account
General Account

Financial Amount given: _____

PAC Chair Signature _____

Date _____

Administration Update for PAC

October 26, 2022

Updates:

1. Student and Family Affordability Fund - [TMP - Affordability Fund - 2022.pptx \(sharepoint.com\)](#)
 - a. Priorities as a school?
2. Playground student survey
3. COPS for Cancer - \$534
4. Terry Fox Run - \$ 1300
5. School Pictures - Feedback
6. Website updates

Calendar:

- Sept 28 - District Wide Professional Development Day - Walking Forward Together
- Sept 29 - National Day for Truth and Reconciliation
- Oct 19 - Half-Day for students - afternoon & evening parent teacher conferences
- Oct 20 - Early Dismissal
- Oct 20 - Drop, Cover & Hold Drill - Great BC Shakeout
- Oct 21 - Provincial Professional Development
- Oct 24 - School Picture Retakes
- Oct 24 - Diwali
- Oct 31 - Halloween Costume Dress-up
- Nov 9 - Remembrance Day Assembly
- Nov 10 - District Wide Professional Development Day
- Dec 1 - Grade 6 Immunizations
- Dec 3 - Report Cards go home
- Dec 16 – Last Day before winter break

W. A. Fraser Middle School PAC
Statement of Revenue & Expenses and Cash Balance
as at October 26, 2022

Student Count 210
Grade 6
Grade 7
Grade 8 210

	<u>General Account</u>	<u>Gaming Account</u>	<u>Total</u>
Regular Class "A" Equity Shares	35.30	-	35.30
Opening Balance (October 4/2022)	11,532.50	37,288.64	48,821.14
Revenue			
	-	-	-
Expenses			
June 27, 2022 #126 / ASD 2021/22-21 #2021-10-03/ #2022-01-09/ #2022-04-02		1430.68	1,430.68
June 28, 2022 #127 / ASD 2021/22-22 #2022-04-05		1,050.00	1,050.00
Oct 03, 2022 #158 / Novus (Cobbs) WAF002 #2022-09-02	110.55		
Oct 14, 2022 #159 / Michelle Bastien - Sprouted Oven Reimburse #2022-09-02	29.32		
	139.87	2,480.68	2,620.55
Ending Cash Balance	11,392.63	34,807.96	46,200.59

Outstanding Cheques

June 30, 2022 #128 / ASD 2021/22-24 / #2022-05-01 /# /#2022-01-04 /#2022-01-01 /#2022-01-02	-	1,980.55	1,980.55
Total Outstanding Cheques	-	1,980.55	1,980.55

Ending Cash Less Outstanding Cheques **11,392.63** **32,827.41** **44,220.04**

<u>Budget PO#</u>	<u>Committed Funds (Budgeted Items)</u>			<u>Paid Out</u>
#2022-09-01	General – Class room support materials 23 x \$100	2,300.00		2,300.00
#2022-09-02	World Teacher Day Treats	175.00		175.00
#2022-09-03	Immunization Expenses (2019 \$112.91) (2021 \$123.05)	200.00		200.00
#2022-09-04	Staff Appreciation 65 x \$10	650.00		650.00
#2022-09-05	Secretary Appreciation 2 x \$75	150.00		150.00
#2022-09-06	Grade 6/7 Climbing Wall		4,547.25	4,547.25
#2022-09-07	Grad Hoodies 2022 – (\$5/hoodie)		1,050.00	1,050.00
#2022-09-08	Breakfast Club		1,000.00	1,000.00
#2022-09-09	Sensory Room Games	800.00		800.00
#2022-09-10	Youth Care Worker/Brain Breaks Room "The Landing"	800.00		800.00
Total Committed Funds (Budgeted Items)		5,075.00	6,597.25	11,672.25
Already paid out Funds from budget		(139.87)	-	(139.87)
Ending Cash Less Committed Funds (Forecast)		6,457.50	26,230.16	32,687.66