

Minutes of Parents Advisory Council (PAC) Meeting October 24, 2022

In attendance: Theo Angell, Lora Baker, Alexandra Bissley, Joy Brunelle, Christal Hueston, Megan Kaukas, Ashley Nordman, Maxime Paquette, Kayla Paterson, Kristy Payne, Bill Rounis, Clara Song, Jacqueline Stokes

1. Welcome and Check in

2. President's Report

- Jerseys are in
- Parent volunteers: Amanda has consolidated lists based on feedback forms to make contacting interested parents easier throughout the year

3. Principal's Report

- November 1 Parent-Teacher Conferences
- Staffing update: Increase French Immersion Intervention (Mme Jeannine); New PE teacher; Student teacher candidate with Mme Manon, Josephine; Additional EA posting unfilled
- Mme Caroline moved to main office. Tla'amin Leadership čερθ (chepth) role has new office in Primary Building connected to Melvin's room. Melvin is now working at all the elementary schools starting this year so only at JT once a week. Library configuration changing.
- FSAs (Foundation Skills Assessment) Grade 4, 7 underway.
- Social Emotional Learning and Literacy are school goals. Counsellor in classrooms; theme this month the climate in the classroom, positive learning environment.
- Recognition Assemblies. Last month: kindness, leadership. This month on Oct. 31: Gratitude and kindness
- Salmon BBQ will start again once the salmon return (maybe mid-November). Cross-cultural and salmon hatchery field trips happening. Alisha Point working with Bill to organize. In the past, this has been a PAC event.
 - ❖ Clara Song volunteered as Parent Lead. 12-15 parents needed to help; possibly Brooks students can come help too.
 - ❖ Menu to be set: BC veggies, bannock (possibly prepared off-site), salmon.
 - ❖ Alder and Cherry wood needed.
 - ❖ Volunteers needed to set-up tables for 2 different seatings (120 + 120) and to wash dishes.

4. Treasurer's Report

- Draft budget passed in June
- Budget update: last year's actuals presented
- Halloween Carnival is our biggest fundraiser of the year typically. Our pool of parents heading fundraising has diminished over the years, so we need to get more parents on board in order to keep our budget on track
- Discussion around priorities: \$100 per classroom teacher appreciation; plus Classroom Enhancements/School-wide Experience; plus Gymnastics/Climbing; plus Grade 2 Swimming. More discussion needed to set priorities next meeting.

5. Planning

- Hallowe'en Carnival 'Lite' with Maxime's Grade 7 Forest Activity and Bouncy Castle on Friday October 28th 5-8pm. Forest proceeds to Maxime's Tofino Trip. Stations proceeds to PAC. Grade 7 parent volunteers to help with forest but we need more leads/volunteers for different stations. Plus: Need to place Save-On order and buy propane for 2 tanks (Clara). Cash concession. Tickets for stations. Pam Ellis shared spreadsheets from the past.
- For the rest of the year, specific planning will happen outside of the monthly meetings.
- We need to ensure we have the capacity to lead the events before we broadcast future events. We also need good communication especially for new families.
- Winter Holiday Meal – already in WAG – but need to add pending volunteers as we haven't yet decided as a PAC if we have enough parents to put this event on.
- Bill will send link in the WAG of Minutes that he will post on PAC tab of website.

Next PAC meeting is November 21, 2022 at 3pm.

Childcare and snacks provided.

JAMES THOMSON PAC BUDGET

UPDATE - OCTOBER 24 2022

	2022-2023 Budget	2022-2023 Actual	2021-2022 Actual
REVENUE			
<u>Grant Revenue</u>			
Gaming Grant			\$4,840.00
Subtotal	\$5,000.00		\$4,840.00
<u>Donation Revenue</u>			
Rotary - for Breakfast Program			
Kiwanis			
Blueberry Commons Farm Cooperative			\$400.00
Subtotal			\$400.00
<u>Event Revenue</u>			
Fresh To You			
Payment to BC Agriculture in the Class			-\$1,980.00
Revenue			<u>\$3,370.00</u>
			\$1,390.00
Salmon BBQ			
Halloween Carnival			
Movie Nights			
Xmas Bake Sale			
May Day Celebration			
Pizza Lunch			
Subtotal			\$1,390.00
<u>Other Revenue</u>			
Subtotal			\$0.00
<u>Fundraising Revenue</u>			
Subtotal			\$0.00
TOTAL REVENUE	\$9,000.00		\$6,630.00

	2022-2023 Budget	2022-2023 Actual	2021-2022 Actual
EXPENDITURES			
<u>Event Expenditures</u>			
Open House	\$500.00		\$0.00
Salmon BBQ	\$200.00		\$0.00
Halloween Carnival	\$1,000.00		\$0.00
Terry Fox Run	\$100.00		\$0.00
Milk Run	\$100.00		\$0.00
Winter Wonderland Skate	\$1,000.00		\$905.10
Xmas Lunch	\$500.00		\$0.00
June Picnic - TBC	\$200.00		\$79.90
May Day	\$0.00		\$488.75
End of Year Graduation Experience - Division 1	\$1,000.00		\$761.33
End of Year Graduation Experience - Division 2	\$1,000.00		\$1,000.00
Subtotal	\$5,600.00		\$3,235.08
<u>PAC Operation Expenditures</u>			
Breakfast Program	\$0.00		\$0.00
Lunch Program	\$0.00		\$0.00
Teacher Appreciation	\$1,600.00		\$1,200.00
Teacher Appreciation Lunch	\$700.00		\$0.00
Scholarships (Grandma Bird)	\$250.00		\$250.00
Garden (inc. Compost)	\$1,000.00		\$178.49
Kitchen	\$500.00		\$0.00
Gifts	\$200.00		\$0.00
Tee Shirts/Jerseys	\$500.00		\$2,420.25
Non-Instructional Reading Material	\$500.00		\$1,705.79
Library/Classroom Books	\$1,200.00		\$0.00
			\$707.57
Gym Equipment	\$0.00		\$0.00
Miscellaneous/Other	\$500.00		\$412.70
Art Lessons	\$0.00		\$0.00
Swimming (All Grade 2s)	\$2,000.00		\$196.67
			\$196.67
Gymnastics / Climbing	\$1,500.00		\$200.00
			\$200.00
Classroom Enhancements	\$2,600.00		\$991.50
			\$991.50
Bike Library Maintenance	\$300.00		\$0.00
Graduation Hoodies	\$1,000.00		\$954.95
Subtotal	\$14,350.00		\$9,217.92
<u>Bank Charges</u>			
Service Charges (Estimate)	\$150.00		
New Cheques	\$0.00		\$0.00
New Deposit Book	\$0.00		\$0.00
Subtotal	\$150.00		\$150.00
TOTAL EXPENDITURES	\$20,100.00		\$12,603.00
Revenue - Expenditures	-\$11,100.00		-\$5,973.00