



General PAC Meeting Minutes

Date: September 27, 2022

Location: Auguston School Library

Present: Yolanda Davidowich, Jessica Dowdall, Jen Graham, Tina Poudrier-Beck, Maite Barrios

Regrets: Alicia Campbell, Lacey Evans

Next PAC General Meeting: October 26, 7 pm at the School's library

Agenda:

1. Any amendments to the agenda
2. Approval of the agenda
3. Approval of May 24th, 2022, General Meeting Minutes as circulated
4. Principal's report
5. Financial Report - Tina
 - **Vote** to add a line to the Budget for \$750.00 for the Classroom Garden expenses.
 - Discuss Extra Curricular expenses
6. Fundraising – Jen to update
 - **Vote** to use the profits from the upcoming Neufeld's fundraiser to make a donation to Archway Food Bank
7. DPAC Rep - Volunteer needed. This is an Executive position and requires you to attend 1 DPAC meeting and Auguston's General Meeting per month to report on the DPAC meeting.
8. Committee Updates/Needs
 - a. Traffic and Safety Report - Jessica
 - b. Class Reps - Jessica
 - c. Hot Lunch/Popcorn Days - Lacey
 - d. Yearbook - Alicia
 - e. Emergency Preparedness - Need a volunteer to go through supplies and re-order what is needed. This needs to be done ASAP
 - f. Grade 5 - Jessica
 - g. Staff Appreciation - World Teacher's Day October 5th
 - h. Consignment - Looking for a volunteer to set up before/after school once a month.
9. New Business
 - a. Coffee and Treats Welcome event-
 - b. Volunteers - Criminal record checks and annual checklist
 - c. VIP Parking Auction -
 - d. Movie Night - October 14th
10. Question & Answer
11. Prize Draw

Adjournment

Next General Meeting October 26th, 2022 at 7 pm in the Library.

Approved by General PAC at the October 26 meeting



Discussion:

1. The meeting started at 7:01.
2. Any amendments to the agenda? No, Jen 1st, Krista 2nd. All in favour, none opposed.
3. Approval of the agenda and May 24th, 2022, Executive Meeting minutes. Jess 1st, Corine 2nd. All in favour. None opposed.
4. Acting Principal's report: My September items:
 - a. Land acknowledgement
 - b. Intros
 - c. Good start up – despite being new and busy and having all sorts of things to get done (September is always busy!). Welcoming community, great kids and a wonderful staff and school. Very excited about the year.
 - d. Students and staff are settling in well
 - e. School dynamics
 - 344 students in 15 divisions
 - 16 Indigenous students
 - 28 ELL
 - 15 designated categories (plus 2 coming)
 - 49 new K's
 - So many other new students – lots of new faces!
 - f. Staffing
 - 15 classroom teachers, 5 EAs and 3 non-enrolling (PE, LSS, LLC)
 - Counsellor 2 mornings a week, Elder Tina 3 mornings a week, ELL 1 day a week, Library 1 day a week
 - David Marchioro – PE .9
 - Crystal Chow – LLC .1 more
 - Sherri Ellis – LSS
 - Happy Gill – grade 3
 - Tammi Riou – EA
 - UFN – Jen and Mel
 - g. Dates for October
 - 4 Cross Country practice
 - 5 Picture day and cross country meet @ 3:30
 - 6 K's to the library
 - 7 Friday Friends
 - 10 Thanksgiving – no school
 - 11 Cross Country practice
 - 12 Fire Drill, popcorn day and cross-country meet
 - 13 Friday Friends and movie night
 - 19 half day and parent teacher conferences
 - 20 early dismissal and an earthquake drill
 - 21 pro-d day – no school
 - 26 hot lunch



- h. School affordability funding grant
 - Announced by the provincial government to help with the costs of school for families in need
 - Our school gets \$2709 to be spent on food, school supplies, clothing or other
 - PowerPoint is coming that will explain it further (October meeting)
 - Sound system coming from Abby Middle
 - Painting – we have 4 classrooms painted so far. Looking good as they are finishing up
 - i. COVID updates
 - Masks optional – not mandatory but certainly respected
 - Hand washing and respiratory hygiene is followed
 - Deep cleaning daily of high touch surfaces
 - Still maintaining space between students
 - Less restrictive this year but could change based on cases and absenteeism
 - Daily health check, stay home when sick
 - j. Gr. 4 Foundation Skills Assessment in Literacy, Numeracy and Writing now happens in October – it takes 6 hours per child, and informs teachers’ practice on how the kids in our school and our district are doing in comparison with the rest of the province
 - k. Therapy dogs – PAWS for reading – new program starts next week where kids will read to ‘Tess’ (permission forms sent home)
 - l. Projects:
 - Gaga pit – funding support? \$4500ish (will also look at grants)
 - Salmon mural in stairwell – Indigenous Dept support and grants
 - Extension over the next few years
 - m. Asks:
 - Skating and pancake day in December – funding support for whole school field trip and/or pancakes for whole school
 - Christmas Concert – online format for ‘viewing parties’ – goodie bags for each family?
 - Toy bins for playground (cars with ramps (PVC pipe cut in half), big trucks, sand toys, etc.)
 - Budget for classes?
 - Photo person for events
5. Financial report - Tina to update
- a. Last year's Report was closed in June, but some checks are not clear until later.
 - b. There is around \$8,000 from the gaming fund for this year’s budget. It can only be used on ongoing programs, not on new ones. It would be ideal to use the gaming fund to support extracurricular activities such as golf, artist in residence, drumming, and high tech/high touch.
 - c. Planetarium is a new event the PAC would like to introduce this year, and they come to the school. It will have to be paid out of the general account this year but could be added as a recurrent event for next year and be paid out of the gaming funds. The PAC will let the principal decide the best time and date for this event.



- d. The PAC organizes different fundraisers throughout the year to obtain funds to fund/support events and programs in the school. Also, there are specific fundraisers for specific charities.
- e. There is a \$200 per division donation from the PAC to the school per year, the cheque is usually given at the beginning of the school year. This funding is to support additional supplies needed in the classroom, among others.
- f. There are some funds for the teacher's wish list, to help with books and other supplies as well.
- g. There are some funds to buy additional supplies needed for the Salad Lunch day, lettuce and potatoes are usually harvested from the school garden.
- h. There are some funds to support events, like decorations, traffic and safety, donations to charities, etc.
- i. PAC pays for the Grade 5 end-of-year trip bus, the parents are responsible to pay for the trip (admission and others).
- j. The gaming funds have to be used within 3 years from the grant received, we've used them for drummings, golf and other programs for the kids in the past.
- k. Last year the Grade 5 trip was to The Water Park instead of a ski trip because many kids don't ski so they don't enjoy the trip, or unforeseeable reasons (like no snow) which defeat the purpose of the trip. This year it will have to be decided where to go.
- l. Grade 5 students usually do fundraisers, like Friday freezes, etc. to collect funds for the year-end ceremony.
- m. The acting principal asked if there's a budget to support extracurricular expenses, like:
 - Goodie bags for all the kids on Christmas, we will also need a volunteer to organize and run this project.
 - Toys for the school playground.
 - Skating Field Trip and Breakfast Pancake for the entire school in December. The acting principal would like some funding for this, maybe the PAC can pay for the bus. She is trying to contact ARC to find out the pricing. The kids would go in groups and the bus would make several trips to accommodate all the groups. Once the date is set, we'll find a time to fit in a Pancake breakfast the same day.
- n. **Motion** to add a line to the Budget for \$750.00 for the Classroom Garden expenses. Laura 1st, Jess 2nd. All in favour. None opposed.



**Auguston Traditional Elementary School
Financial Reports
2021/2022 Fiscal Year**

	Annual Budget 2021-22	Year to Date General	Year to Date Gaminig	Year to Date 2021-22	\$\$ Remaining	Jun 2022	Jul 2022	Aug 2022
Revenue								
Gaming grant	7,320	-	7,940	7,940	(620)	-	-	-
Hot lunch and popcorn	16,500	17,370	-	17,370	(870)	3,796	-	-
Fundraising	16,000	3,479	-	3,479	12,521	2,313	-	-
Events and other	1,200	476	1	477	723	675	-	0
Total Revenue	41,020	21,325	7,941	29,266	11,754	6,784	-	0
Expenditures								
Class/staff support	10,650	5,022	-	5,022	5,628	710	56	-
Extracurricular activities	6,500	2,012	-	2,012	4,488	1,235	-	-
Fundraising	4,650	7,011	-	7,011	(2,361)	3,570	-	-
Events	6,670	28	-	28	6,642	-	-	-
Hot lunch and popcorn	9,250	10,387	-	10,387	(1,137)	1,607	1,538	-
Supplies and yearbook	4,675	402	-	402	1,773	-	-	-
Capital expenditures	-	-	12,333	12,333	(12,333)	-	-	-
General	2,125	917	-	917	1,208	-	-	-
Total expenditures	44,520	25,778	12,333	38,112	3,908	7,122	1,594	-
Surplus (deficit)	(3,500)	(4,454)	(4,392)	(8,846)	7,846	(338)	(1,594)	0
Opening surplus (deficit)	2,500	21,943	6,831	28,775		21,861	21,523	19,929
Ending surplus (deficit)	(1,000)	17,490	2,439	19,929		21,523	19,929	19,929

**Auguston Traditional Elementary School PAC
Operational Budget
2022/2023**

	Annual Budget 2021-22	Actual 2022-23	Approved Budget 2022-23	Amended Budget 2022-23
Revenue				
Gaming grant	7,320	7,940	7,000	7,000
Hot lunch and popcorn	16,500	17,370	16,500	16,500
Fundraising	16,000	3,479	17,500	17,500
Events and other	1,200	477	900	900
Total Revenue	41,020	29,266	41,900	41,900
Expenditures				
Class/staff support	10,650	5,022	10,650	11,400
Extracurricular activities	6,500	2,012	6,500	6,500
Fundraising	4,650	7,011	5,800	5,800
Events	6,670	28	8,970	8,970
Hot lunch and popcorn	9,250	10,387	10,500	10,500
Supplies and yearbook	4,675	402	3,100	3,100
Capital expenditures		12,333		
General	2,125	917	1,975	1,975
Total expenditures	44,520	38,112	47,495	48,245
Surplus (deficit)	(3,500)	(8,846)	(5,595)	(6,345)
Opening surplus (deficit)	3,500	28,775	5,595	6,345
Ending surplus (deficit)	-	19,929	-	-

Approved by General PAC at the October 26 meeting



6. Fundraising – Jen to update

- a. Neufeld Farm fundraiser will be opening on October 6th. It was asked to use these funds to make a donation to Archway Food Bank. It will be voted on at the end of Jen's update.
- b. Friday Nov 4th, PAC is doing 50/50 on the Canuck Games, we need 10 volunteers. Jen will put it on the Facebook page to promote.
- c. Book Fair will be in person this year. It will be running from Tuesday Nov 22nd until Saturday Nov 26th. The book fair organizer suggests getting the grade 5's involved in helping, and they will get a book as a reward; kind of a volunteer incentive. We need volunteers for this event as well. We need to set up the hours. On Saturday, it will overlap with the Christmas Market... If it is successful, we'll do another one in the spring.
- d. Christmas Market:
 - Amanda Mango has volunteered her time, resources, and vendors to help with this event.
 - It would be good to have a Grade 5's entrepreneur incentive, it will be a great learning experience for them. They would have to come up with something sellable, design it and produce it.
 - We need a cad drawing of the gym, to see how many 6ft tables can fit in. And we need to get more tables borrowed from Clayburn.
 - There will be food trucks, photos with Santa, a raffle, and a silent auction.
 - Jess made a poster to promote the event.
 - If it's big enough and we do some vendors outside, we could qualify for the City Grant (maybe \$1,00).
 - Jess will talk to Tina about the budget for the marketing.
- e. Purdy's Fundraiser: (I don't have any notes on this subject).
- f. Pink Shirt Day Fundraiser: it will have to be done quickly, in November or December, because then there's a shortage of pink shirts. The principal said she could do a contest among the kids for designing the pink shirt.
- g. Jen asked for any suggestions on what other fundraisers can be done. She had some pamphlets with ideas. One that was well received was doing ornaments or/and magnets with kid's arts. It's still open for discussion??
- h. One mom (Justine Russo) will contact the PAC about volunteering and organizing the "garage sale" in December. The far portable can be used to store and organize donations for this event.
- i. Jen encouraged everyone to fill out the Volunteer paperwork in the school. The orientation is online and is less than 10 minutes (from the Acting Principal). If people can help with just one event, that would be good enough, we need help from many volunteers to make these events happen successfully.



- j. **Motion** to use all the profits from the upcoming Neufeld's fundraiser in October to make a donation to Archway Food Bank: Jen 1st, Laura 2nd. All in favour, none opposed.
- 7. DPAC Rep - Volunteer needed. This is an Executive position and requires you to attend 1 DPAC meeting and Auguston's General Meeting per month to report on the DPAC meeting.
- 8. Committee Updates/Needs
 - a. Traffic and Safety Report - Jessica
People continue to park in non-parking areas because it's convenient, and it's creating safety hazards for the kids. The roundabout is always jammed, and people who park there create congestion. The front school drive-through has been better. The crossroads are very dangerous for the kids. We would like to have traffic controllers at the crossroads, but the district has denied it in the past. Maybe with the construction starting over at the Sales Center, we might be considered. One mom will help in the mornings with a STOP sign that the school has. Kris W. will approach the district again.
 - b. Class Reps - Jessica - All good.
 - c. Hot Lunch/Popcorn Days - Lacey
Hot lunches are good to go, the first one to be tomorrow (Sep 28th). For any vendor suggestions please email Lacey at hotlunchauguston@gmail.com
Popcorn days - Krista has been approved for food safety. The machine is downstairs and will need cleaning. We need new supplies. They can buy them and send the receipt to Tina for reimbursement.
 - d. Yearbook - Alicia
One mom has offered to help, she doesn't need a big group for this activity, so she is good with one helper.
We need a volunteer to take photos at the events. The school has a camera to use for this.
 - e. Emergency Preparedness - Need a volunteer to go through supplies and re-order what is needed. This needs to be done ASAP – A volunteer is needed to have this done ASAP.
 - f. Grade 5 - Jessica
Nothing has been done. Tamara might help??
 - g. Staff Appreciation - World Teacher's Day October 5th
Brenda is working on this.
 - h. Consignment - Looking for a volunteer to set up before/after school once a month.
Jenny will volunteer for this activity once a month. It should be out for movie night and other events. Jess prepared a change bucket to have handy for this.
- 9. New Business
 - a. Coffee and Treats Welcome event-
Yolanda would like to do it several times a year.
 - b. Volunteers - Criminal record checks and annual checklist
Instructions are on the website and Louise has emailed the instructions a few times.



Criminal Record Check is good for 5 years, and the school forms have to be renewed annually.

c. VIP Parking Auction - Will be done online, Jessica in charge??

d. Movie Night - October 14th

We need two volunteers for the concession on this date. The movie will be announced shortly. We have to buy the movie. Kris got a new set of speakers, hopefully, we'll have them before movie night.

e. Fun Fair - May 5th

We need a committee to organize it, it's a big event so we need a lead for that and many volunteers. Jen will take the lead. Also, we can get volunteers from Clayburn and Bateman.

10. Question & Answer

a. Krista asked about supplies for popcorn day. She will have to source a supplier for the popcorn machine, buy them and email them to Tina for reimbursement. Some cooler bags possibly could be used to distribute the popcorn, Krista to touch base with Lacey about it.

11. Prize Draw - Jordan was the lucky winner :)

Adjournment At 8:23 pm, Jenny 1st and Corinne 2nd. All in favour and none opposed.