
PAC General Meeting

Wednesday, March 13, 2023

6:30pm Call to Order

Attendees - Quorum 14 non executive, 5 Executive, 2 non voting

Heather Morris (Chair), Candice Pauloski (Vice), Joanne Barr (Sec), Cassandra Tomlinson (Treas) Mike Johnston (DPAC), Zale Darnel (Principal, Guest) , Meghan Peacock, Jodi Schneider, Wendy Jorgensen, Cristi May Sacht (Trustee, Guest), Tanya Williams, Anton Williams, Tiffany Hicks, Samantha Seeley, Julie Shaw, Nicole Spooner, Jackie Gibbons, Rebecca Williams, Jenna Weise, Tara Mellstrom, Lauren McClung

Welcome

Minutes and Agenda Approvals

Feb 21, 2024 Minutes

Amendment motion, Joanne, Jules seconds, all agree

March 13, 2024 Agenda

Approval motion Wendy Meghan second agree

Principal Report 6:45 to 7

Clubs, fiber arts done, choir and tone chimes done, lunch clubs still running

Basketball done, track is starting

Skills Canada 33 students competed in CR,

Pink Shirt Day was amazing, lots of kids wearing shirts and activities

Ski trip happened Best day ever!

Term 3 started March 4

Term 3 lunch monitors started

Strong start 6 to 8 families

Open gym shout out to PAC - kids loved it

Spelling Bee - school bee one student placed 11 in the district

Break is coming up and we come back on the 2nd of April

Upcoming April 4 Leadership are going to the board office to meeting with the superintendent

Welcome to K April 16th 3 to 4

Primary Gym Sale April 24

Track May 8th

Literacy event May 15th

Musical may 22 and 23 2 afternoon and 2 evenings

Chair Report 6:41 to 7:10

Old Business

- C&B executive held a special meeting. Suggestions as a collective group were grammar, spelling, restructure wording structures, highlight change at the special meeting was on dissolution, therefore at the special meeting we decided we will post the changes and hold a vote in April. Still waiting for these changes to be posted.

Cassandra motions to accept proposed amended constitution bylaws as presented, **Tara** seconds, Discussion was that Cassandra felt the bylaws presented were enough to move forward with business and we will make and present amendments found in the special meeting at a future date.

VOTE 17 approved, 2 no **Amended 2024 Constitution and bylaws passed.**

- AGM is coming. This is where final reports will be presented and elections will be held, Date is May 8th, and in April we will announce who is stepping down. A parent questioned whether all positions are available for nominations? The executive confirmed yes this is in fact true. Nominations will be by electronic form, will also accept nominations at the AGM, Committee lead roles will be available for discussion.

(Feb 21,2024) Jackie Motions, for the MBE PAC to explore the options of purchasing a school bus for MB School, Nicole Seconds, Discussion about current costs, why motion has been put forward, reiterated this is to explore the options of bussing not an actual purchase.

VOTE 8 yes, 10 no, 1 abstain. Motion is not passed

New Business

Cassandra motions to move Gaming line Item beautification of doors of \$2700 to busing. Wendy Seconds. Discussion we have not secured an artist yet this year so these funds will not be used by the end of June, it would be nice to be sure we use the gaming funds for busing to allow the remaining funds in our general account where we have more flexibility.

Vote **Passed Unanimous.**

Mike motions to move funds from student health and wellness, emergency funds and fuel \$1800 in total to purchase gym equipment. Candice Seconds. Discussion this will make the equipment total for the remainder of year \$3563. The Equipment is falling apart and needs replacement.

Vote **Passed unanimous,**

Financial Controls Procedure presented to PAC general membership

Wendy motions to adopt the financial controls procedure, Joanne seconds, no discussion

Vote **Passed unanimous,**

Committee Reports 7:00 to 7:30

Hot Lunch Joanne - Budget presented, last lunch menu will open mid April and will end the week before the fun fair and we won't be serving in June.

Fun Fair Jodi - we had met Monday Budget is 4000 for expenses, looking at cash sponsorships and donations for silent auctions, Letter went home to all parents, Class baskets will be going into classrooms after spring break, pre ordering will be up and running beginning of May, if anyone wants to get involved please reach out, Next meeting is 10am April 7th Zoom link is coming.

Fundraising Kate is not present Cassandra presented - Good Earth made \$360 in seeds, 23 orders. Heather Art Cards samples are here the card itself has all the instructions inside, we have until the end of the first week back to place orders

Cassandra - Happy Hippo closes on May 31, enter the code to make sure the funds to PAC <https://www.happyhippobath.com/> Use Coupon Code MBEPAC2024. Mabel's labels is running as well <http://campaigns.mabelslabels.com/> **select Miracle Beach Elementary School (Black Creek)**

Next idea was the cookbook - is still in the works do we do it paper or digital, Joanne asked for a casual vote on cookbook physical or digital vote was for physical.

Mothers day co event with fundraising and events, for the kids to make flower baskets

Events Mike - May 10th the plan is to set up tables after school and have the kids make the baskets, still working on finding costs about plants, trying to keep the cost about \$5, this will be a registration required for the event/fundraiser.

Open Gym is done, Mike suggests to do it again, the families loved it.

Movie Night on the 3rd of April, Movie is HOP. Doors open at 430, movie starts at 5, no concession, bring your own food, clean your own mess.

April 26th for spring fling Gym Sale Tables in gym to sell your goods,

Halloween Dance/Fair Dance, Pizza, Candy walk this is in the works

Policy and Procedures Joanne - next meeting TBD will be after spring break, focus is on Secretary Duties.

Indigenous Connection Valerie not present Joanne let every one there is no update.

Trustee Report 7:24 to 7:40

Cristi May Sacht - board meeting we approved the district calendars, will be doing the next 3 years next year. Something Rotten was wonderful. The kids and all involved put so much work into it was awesome.

-Last night passed motion about Feeding Futures, Staffing – Hire a 12-month, full time excluded Food Services Coordinator. The Food Services Coordinator shall work closely with Inclusive Education, Indigenous Education, and school based Administration to establish best practices for identifying students with food security concerns. The Food Services Coordinator will be supervised by the Secretary-Treasurer as a Business Services Department member. 2. Advisory Committee – that a Feeding Futures Advisory Committee be established with representation from internal partner groups, rights' holders, and invited external community members/organizations. Community School representation shall be included as an internal partner group. An Advisory Committee Terms of Reference will be developed over the coming months and presented to the Board at a future Regular Meeting, which will include Indigenous perspectives, consideration of the specific Feeding Futures District Scan recommendations, Garden-Based learning framework, and land-based learning. 3. Funding – staff shall allocate the remaining 2023/24 funds (\$550,096) on the following basis: a. Staffing cost to June 30, 2024 (estimate \$20,500) b. Advisory Committee budget (\$10,000) c. Indigenous Education top-up to June 30, 2024 (\$9,000) d. Other Programming (LUSH Valley Food Action Society) maintain funding support to June 30, 2024 (\$65,000) e. Remaining funds to schools and Community School programs (Estimate \$445,500). 4. Food Procurement – The Food Services Coordinator shall consult with the Advisory Committee to present an integrated food procurement strategy. Recommendations shall consider existing infrastructure limitations and shall follow best provincial practices pertaining to Request for Proposals, buying local, and food nutrition. 5. Budget Development – the Food Services Coordinator shall consult with the Advisory Committee on the program budget allocation for the 2024/25 school year. Staff shall present a final recommendation for the Board's consideration at the June 2024 Regular Board Meeting.

-Strategic Planning - please go to the school board website the last day to give us your input is tomorrow. Students can do the survey as well. Public strategic planning consultations are on , April 3 Cumberland, 4th Aspen, 8th is Lake Trail will be hybrid with zoom option, April 15th is at FFN. The board is hosting a writing team this round with partner groups April 24, 25th May 2nd and 3rd.

DPAC Report 7:40 to 7:45

Lake Trail community connections day open to all of Comox valley, June 1.

2 DPAC reps went to the COW to work collaboratively with District Partner groups for Feeding Futures Funding,

DPAC met with the superintendent and communications manager and the past Secretary Treasurer.

Joanne gave a brief description about the conversation at the table when the Superintendent had asked what type of questions parents would like to have asked at the Strategic Planning meetings.

Treasurer Report 7:45 to 8

Budget and Income Paid for lunch software. Balances in accounts is roughly \$33900 in General and \$3900 in Gaming

2023 - 2024 School Year Income Statement			
As of March 31, 2024			
Income	General	Gaming	Other/Total
Income Statement Summary			
Operating Income	11,200.00	1,000.00	12,200.00
Operating Expenses	(10,000.00)	(500.00)	(10,500.00)
Operating Profit	1,200.00	500.00	1,700.00
Non-Operating Income	10,000.00	5,000.00	15,000.00
Non-Operating Expenses	(8,000.00)	(2,000.00)	(10,000.00)
Non-Operating Profit	2,000.00	3,000.00	5,000.00
Total Income	3,200.00	3,500.00	6,700.00
Expenses			
Operating Expenses	10,000.00	500.00	10,500.00
Non-Operating Expenses	8,000.00	2,000.00	10,000.00
Total Expenses	18,000.00	7,000.00	25,000.00
Net Income	(14,800.00)	(3,500.00)	(18,300.00)
Balance Sheet			
Assets	33,900.00	3,900.00	37,800.00
Liabilities	15,000.00	1,000.00	16,000.00
Equity	18,900.00	2,900.00	21,800.00

Open Discussion

Candice what is happening with the Gaga Ball pit, its with Maintenance,
Zale request to borrow disks for disk golf



When notices go out about committee meetings, please provide dates.

Action Items

1. Nothing at this time

Next Meeting

April 10, 2024

Motion to Adjourn 751pm Cassandra and Mike seconds.

Draft