
PAC Annual General Meeting

Wednesday, May 8, 2024

6:30pm Call to Order

Attendees - Quorum required is 7 members. Quorum met @ 14 members

Heather Morris (Chair), Candice Pauloski (Vice), Joanne Barr (Sec), Cassandra Tomlinson (Treas) Mike Johnston (DPAC), Zale Darnel (Principal, Guest) , Cori Lally (Guest) Cristi May Sacht (Trustee, Parliamentarian), Meghan Peacock, Rebecca Williams, Jen Storey, Danell Hunter, Julie Shaw, Rosellen Lancashire, Jackie Gibbons, Valerie Gregor. Nicole Spooner

Welcome

Minutes and Agenda Approvals

April 10, 2024 Minutes

Motion Cass, Meghan second

May 8, 2024 AGM Agenda

Approval Joanne, Mike second

Old Business

Heather motions to adopt the Constitution and Bylaws with amendments as presented, Candice seconds, No discussion **Motion passed 14 yes 0 no**

AGM Reports

Chair Report

First I want to thank every person who has stepped up to give their time towards the school PAC. The business of the PAC is super important to supporting the student community experience here at MBE. Thank you to everyone for your participation in whatever capacity you could provide. I invite you to continue your support next school year to ensure we have full representation of our membership and can continue to bring value to the school.

Thank you, Candice, for stepping into the Vice Chair role and your commitment to supporting the PAC executive with all your fresh ideas and realistic perspective. Your candidacy has been greatly appreciated.

Thank you, Cassandra, for your years of service as our PAC Treasurer. Your attention to detail and willingness to pick up the slack has been greatly appreciated. Thank you for your leadership of the Fundraising committee, supporting Kate with some great new ideas to raise PAC funds.

Thank you, Joanne, for being Joanne. You are truly a backbone of this school, especially with your commitment to the food programs such as Hot Lunch and the Breakfast program. As secretary, your commitment to communication has ensured that PAC business truly reaches our full membership in a consistent and transparent manner.

Thank you, Mike, for chairing the Events committee and taking on the role of DPAC rep, bringing MBE representation to the district, and bringing district news back to MBE, keeping our remote community in the loop!

Thank you to all our Committee leads and members, including Jodi for her leadership of the Fun Fair Committee.

This year's story:

- Our first General Meeting was not held until October. I suggest that the PAC executive make it a priority in the future to meet in advance of the school year start, to be able to hold a general meeting in September.
- 3 executives stepped down at the November General Meeting due to the bylaws we were operating under at the time.
- At the end of November a new executive was formed, with our first meeting in December. That means that very little PAC business could move forward until the new year.
- Since the new PAC executive was formed, there have been at a minimum 4 meetings a month for us, if not more. I want to recognize the volunteer commitment of our executive team this year and say a huge thank you! The formed executive has been the dream team!
- Committee successes this year;
 - Formed Policy and Procedures Committee which is setting the standard for the district including the adoption of the Financial Controls Procedure. Thank you Joanne for leading this important committee.
 - Formed the Indigenous Connections Committee. Thank you Val. We look forward to your progress with the art doors and finding an elder for MBE.
 - Formed and dissolved the Mental Health Committee.
 - The Events Committee held a handful of successful events including the second annual Christmas Craft Fair and new events like the Friday Open Gym. Thanks Mike for all your hard work. We look forward to your ideas for next year!
 - Hot lunch continued to be the cash cow that feeds our kids on many Fridays. Thank you food team. We look forward to the changes that are anticipated next school year with a shift in focus.

- The fundraising committee kept us afloat with at least 6 fundraisers including new fundraisers such as Happy Hippo and Art Cards. Great job guys!
- Passed the new constitution and bylaws that reflect current and best practices.
- Added the Fundraising Coordinator to the PAC Executive.
- Financially supported some great school trips by bus, and events such as the Musical.
- Outdoor PAC communication board has been mounted!
- Despite some challenges, I would say this was a successful year for the PAC. **Thank you everyone for your contributions and continued support.**

Vice - Chair Report

My role this year would best be summarized by the description of the Vice-Chair, which is supporting the PAC with my thoughts and ideas and putting my signature on cheques in a timely fashion.

My original objective though when running for the seat of Vice was to see the Bylaws and Constitution updated and passed. This was achieved which gave me great satisfaction, and I really commend everyone for all the due diligence, the extra meetings, and the time spent to see this done. Because of an uptick in my work responsibilities starting in September, I don't feel I can properly commit the time to keep supporting this PAC. I am very glad to see that Cole Logan has accepted the position.

My time this year as Vice Chair was brief, but overall I come away from the experience with a deeper gratitude for the Parent Advisory Council and the amount of time they spend representing the best interests of the children and Parents of Miracle Beach Elementary.

Thank you.

Treasurer Report

- Start with Gaming Account
 - Bussing so far this year is \$4,014.92
 - Busing yet to come in but have quotes for about \$3000 more
 - Still have a few to come with more field trips slotted for June
 - Will use the remaining funds we can from the Gaming before we touch the

General account

Fundraisers this year

- DFS - Nov received in Dec \$1,395.72
- Swag - Nov \$567.38

- Craft Fair - Dec \$166.50
- Good Earth Seeds - Feb \$360
- Art Cards - March/April \$1,018.91
- Mothers Day Baskets - \$810 so far with a few more to come
- Hot Lunch to Date, \$6,374.99 - a few outstanding balances and the remainder of expenses to come yet
- Fun Fair - nothing too much to record on for totals but have almost 3/4 of our budget sponsored this year.

Expenses paid out so far this year

- Classroom allowances at the beginning of the school year along with the principal support allowance
- Cultural performance
- Fine Arts budget for the piano and spring musical
- Equipment budget - the balls from 22/23 year as well as \$2,537.57 for this school year - Receipts were submitted for
 - 4 basketball nets, foam pucks, 16 jump ropes, tetherball ropes, hand squeeze whistles, 12 stopwatches, 2 tetherball sets, 12 badminton racquets, 12 soccer balls, 4 gym mats, 12 dodge balls, 12 more soccer balls, and 20 bouncy balls.
- Hot lunch software has been paid for 24/25 school year

Leaving us with a net income so far this school year of

- The Bank Balances are: General \$33,739.51 and Gaming \$2,223.88

2023 - 2024 School Year Income Statement			
Account	Original Balance	Change	Final Balance
NET ASSETS	2023-07-01		2024-06-30
Net (Assets) and Liabilities	\$100,000.00	\$100,000.00	\$100,000.00
Assets			
Cash	\$100,000.00	\$0.00	\$100,000.00
Accounts Receivable	\$0.00	\$0.00	\$0.00
Inventory	\$0.00	\$0.00	\$0.00
Prepaid Expenses	\$0.00	\$0.00	\$0.00
Other Assets	\$0.00	\$0.00	\$0.00
Total Assets	\$100,000.00	\$0.00	\$100,000.00
Liabilities			
Accounts Payable	\$0.00	\$0.00	\$0.00
Other Liabilities	\$0.00	\$0.00	\$0.00
Total Liabilities	\$0.00	\$0.00	\$0.00
NET INCOME	\$0.00	\$0.00	\$0.00
NET ASSETS	\$100,000.00	\$0.00	\$100,000.00

DPAC Report

Filled in ½ way through the year not knowing what he was getting into, there is an very involved dedicated group, there is alot of knowledge my brain doesn't have space for. Milke enjoyed being a part of the executive.

Committee Reports

- Hot Lunch

Over the year we have served 22 weeks of the school year, raising roughly 5500 by year end.

This is 1018 Pizzas, 1362 Hot Dogs Made, 784 Pitas, 432 LoMein, 342 LoMein and Butcher Block for a grand total of 4280 lunches served. Just over 250 volunteer hours, making, serving, researching, sourcing, shopping, organizing. What a remarkable hot lunch year. Thank you to all who have supported and volunteered., Our goal for next year is to not have Hot Lunch be the largest fundraiser and have it focused more on food and feeding the children of the school. We hope to present cost changes for voting at an upcoming general meeting.

- Fun Fair

No Report - Pre Orders are open

- Fundraising

Please see treasurer report

- Events

Events were great It was a fun year, i would like to see a halloween. Kids know me well.

- Policy and Procedures

We started the year off with great momentum and reviewed the areas of concern.

We started a PAC handbook that is very detailed and is expected to be continuously updated and passed on from Executive to Executive.

We had 5 meetings over the school year, one major policy that has been implemented is the Financial Procedures and Protocols. We hope to see this committee continue to ensure that executive hand off is a smoother and consistent transition going forward.

- Indigenous Connections

So far the committee is Val, Jen and Joanne, it was a slow process. We had a recent meeting that has placed a lot of pressure on Zale to ensure our goals are met in a respectful and culturally appropriate manner.

AGM Election 7:00 to 7:30

Parliamentarian Cristi May-Sacht - Executive to hold office effective July 1, 2024 to June 30 2025.

Nominations for Chairperson

From the floor - 1st call - 2nd call - 3rd call Heather Morris is Nominated, and accepts

Closed

Acclaimed

Nominations for Vice - Chairperson

Nomination for Vice is Cole Logan, Call from the floor 1st, 2nd, 3rd

Close

Cole Logan Acclaimed

Nominations For DPAC Representative

Nomination Jen Storey, Call From the floor 1st, 2nd, 3rd

Close

Jen Storey is Acclaimed

Nominations for Treasurer

From the floor 1st, 2nd, 3rd Joanne Barr is Nominated, accepts

Closed

Joanne Barr is Acclaimed

Nominations for Secretary

From the floor 1st, 3rd, Samantha Seely Nominated and accepts, 3rd

Closed

Samantha Seely is Acclaimed

Nomination for Fundraising Coordinator

Mike Nominated and accepted , Call From the floor 1st, 2nd, 3rd

Closed

Mike is Acclaimed

Upcoming dates

May 10th - Just in time for Mothers Day flower day baskets

May 15th - Family Literacy event and district track meet

May 22/23rd- School Musical

May 31 - Fun Fair

Next Meeting

June 12, 2024

Motion to Adjourn Joanne 7pm Jen Storey seconds.

Draft