

# June 2016 PAC AGM MINUTES

In attendance: Tara Kenmare, Rebecca Bosma, Amanda Dowhy, Chris Pope, Tricia Pincombe, Lisa Locke, James Locke, Ruchi Mc Arthur

Approval of agenda ~ *approved*

Approval of minutes ~ *approved*

Welcome ~ *Thank you every one for coming to tonight to the Saseenos Elementary School PAC AGM.*

**1<sup>st</sup> call for nominations for the 2016-17 PAC Executive Positions**

*James Locke is nominated for the position of Vice Presidents ~James accepts the nomination*

*Samantha Smith is nominated for the position of Vice President  
~Samantha accepts the nomination*

*Lisa Locke is nominated for the position of Treasurer  
~ Lisa Locke accepts the nomination*

*Chris Pope is nominated for the position of Treasurer  
~Chris Pope declines the nomination*

*Samantha Smith is nominated for the position of Secretary  
Samantha Smith accepts the nomination , rescinds the nomination for vice president*

## Reports

**Presidents ~** *It has been a very long , very busy and AMAZING year thanks to the parents of Saseenos. This year was a year of firsts for us with the addition of our very first Christmas Carnival which was spearheaded by the amazing Suzi LaQc, and it was the first time that we have tried to entice parents in to taking on a more active roll with the PAC by giving away the very generous donation of a \$500 American Express gift card! It was also a year of putting smiles on the faces of the children of Saseenos with the purchase of the new water fountain and the creation and installation of our new mural. A big thank you to our school Principal Mrs. McArthur for you help with these projects.*

## Principal ~

### Saseenos Elementary PAC Meeting - Principal's report

June 15, 2016

We have had an incredible school year. Thank you to our fabulous PAC and parent community for your contributions and helping make Saseenos a special place for our kids.

Thank you PAC for supporting us in many different ways. Some of them are listed below:

- Special events – Author Eric Wilson, Teddy Anderson, Blue Berries, Monster Theatre & the Sooke Blue Grass performance; some of these performances were about a \$1000
- New water fountain!!
- Clay mural
- Grade 5 – year-end trip to Camp Thunderbird (bussing/\$500 towards the fee) and year-end activities
- Bussing for cross-country (x4) & track and field event at Royal Bay
- Intermediate agendas
- Classroom funds for teachers and field trip money
- We had two beach days (October/June) – thanks for paying for bussing
- Literacy Week breakfast
- Supporting our students through the ‘Forgotten Lunches’ program
- Safe Arrival
- Hot-lunch program
- Organizing fun-filled activities for our children like the Halloween Dance and Spring Carnival
- Endless fundraising
- Volunteering in classrooms

Thank you for being such an important part of the Saseenos school community.

A special thanks to Rebecca Bosma (Treasurer) & Nanci Walsh (Vice-President/foods); thank you for the countless hours that you have put in.

### Staffing update:

Some of our staff will be leaving us at the end of the school year. We wish the following staff all

**the best in their new assignments next year – Ms. Ferguson, Mr. White, Mr. Metcalfe, Mr. Simonar and Mrs. Scott.**

**I would like to welcome Mrs. Kerry Hueston back as our school secretary**

**Lastly, I wish you all a restful summer. Thank you again for your continued support and I look forward to working with you again in September.**

### **June 2016**

June 3<sup>rd</sup> – Track & Field at Royal Bay (Gr. 3, 4 & 5s)

June 9<sup>th</sup> – Grade 5 to Camp Thunderbird –

- Tent Day for Div. 2 & 3

June 15<sup>th</sup> – PAC AGM/Elections

June 17<sup>th</sup> – Bluegrass band in the afternoon

June 22<sup>nd</sup> – Beach Day

June 24<sup>th</sup> – Grade 5 assembly at 1:30 p.m.

June 28<sup>th</sup> – Fun Day

June 29<sup>th</sup> – Year-end Assembly at 10:30/reports out to students

June 30<sup>th</sup> – last day for staff

## **Treasurer's Report: Parent Advisory Council (PAC) Wednesday, June 15, 2016**

Another strong year of fundraising has left us in great shape to continue the regular funding levels that we have been able to provide our school's budget.

Our budget was \$11,948 for fundraising, donations and support from community organizations. The Halloween Dance, Christmas Craft Fair and Spring Carnival brought in \$3218 (including concession). Individual fundraisers (seeds, pasta, purdys, tea, chocolate, etc) brought in \$883. The coupon books brought in \$860. We received \$599 from Village Food's milk money program. We still expect revenue from the Staples school supplies fundraiser. Our spring break metal drive did not bring in as much revenue as we expected, however we should still come in above target.

Our budget for spending was \$11,842 and we are close to that. The PAC continued funding of extra-curricular and special programs and was again able to fund some "special purchases" this year; Wontorana Drummers, volunteer shirts, the clay whole-school mural project, and a new water fountain/bottle refill station. The larger expenditures are guest speakers/concerts, classroom literacy and resources, classroom supplies and activities and art supplies. The PAC also funds the grade 5 day at Camp Thunderbird.

**Food Services:** A very busy year for food services and the 15/16 hot lunches and activities brought in approximately \$2000, and there are still hot lunch days this year.

**Gaming Account:** We receive a grant of \$20/child which currently funds \$250 for a "Saseenos Alumni" bursary at EMCS, \$750 for guest speakers, cultural events and concerts as well as the majority of the bussing amounts.

Application has been submitted for 16/17 gaming funds.  
Annual Gaming Funds Report – due Nov 30.

**Emergency Preparedness:** We did not receive many parent contributions (we need someone to ensure the letters go out early and maybe a follow up... so busy in September though). We purchased 30 kits for \$408 and received \$90 in donations. That is okay as we decided the PAC would ensure that there is a kit per child regardless.

**Term Deposit / GIC:** The \$25,000 GIC matured in May and has been rolled over to a daily savings account. This amount is separate from our general account and not included in annual budget. We have flexibility to lock it or a portion of the balance in, however interest rates are very low right now. We looked at information and rates from Investors Group, CIBC and TD at the April executive meeting in and determined priority to low risk options with some return of annual interest.

Option A: a short term GIC with maybe 1% interest to see how interest rates change in the next 12 to 15 months. TD has a 15 month GIV with 1.1% interest available as of May 4 but it changes daily. Any long term GIC would be inadvisable at this point as interests rates are next to nothing.

If we thought the funds might be needed, we could put some of the money in a cashable GIC at a lower interest rate, but as mentioned, this amount is not included in the annual budget and we have sufficient funds to cover a year or two. The Market rate GIC have possible higher interest rates but are locked in and the interest isn't paid until maturity so no yearly interest payments. Also those are not compound interest.

**\*To re-invest our GIC we need the executives to have minutes of a meeting in which they discuss and approve the decision to purchase a GIC with TD, being specific about what GIC in what dollar value, those minutes need to be brought in to setup a profile with TD and setup signing authority etc. The GIC would be in the PACs name, not any one individual and would need a minimum of two people with signing authority.**

*Motion ~ Rebecca Bosma~*

*To transfer the total amount of the Saseenos PAC GIC , \$25, 000 from our current account with Mason Financial to a 1 year GIC held with the TD Bank in Sooke.*

*2<sup>nd</sup> ~ Amanda Dowhy ~ Passed*

**2<sup>nd</sup> call for nominations ~ no nominations**

**Fund raising ~ Thank you every one for you support this year, it was a tough year for fund raising BUT we have made our budget! This years events have included a public Christmas Craft Market , pasta orders , 2 Purdy's Chocolate orders , Steeped Tea , 2 scrap metal bins, Staples school supply orders and of course the highly anticipated Spring Carnival that featured The Dark Knight of Victoria. I would like to that Nanci W, Suzi L, Ellen H, Amanda D, and Sam S for**

all of their with the planning of our major events this year. I would also like to the entire parent, grand parent , teacher , support staff and care giver population of the school for all of your help and support this past year.

Foods ~ see attached

last call for nominations

Tara Kenmare is nominated for PAC President

~ Tara accepts the nomination

Elections

President ~ *Tara Kenmare*, acclaimed

Vice President ~ James Locke

Treasurer ~ *Lisa Locke* , acclaimed

Secretary ~ *Sam Smith*

Foods ~ Chris and Gwen Pope, acclaimed

SPEAC ~ *Amanda Dowhy* , acclaimed