



Parent Advisory Council MINUTES

South Kelowna Elementary PAC Meeting MINUTES

Date | April 19, 2023 Time | 7:00pm Location | SKE Library & ZOOM

Meeting called to order by | Michelle Crossley

IN ATTENDANCE

Michelle C	Nadia	Jordana		
Hailey	Kristi	Kamal		
Ashley	Michelle S	Carling		
Robyn S	Ruth	Heidi		

AGENDA DETAILS

President's Welcome

Meeting Called to Order

By Michelle S at 19:07pm

Voting Quorum confirmed. Minimum of 6 Members, at least 3 Executives

Review and Approval of Agenda

Michelle C. requested a motion to approve the proposed agenda

Motion approved by Heidi; seconded by Kristi

Review and Approval of Previous Minutes (March 15, 2023)

Michelle C requested a motion to approve the meeting minutes

Motion approved by Heidi; seconded by Michelle S

REPORTS

1. PRINCIPAL'S REPORT *Nadia Piasentin*

Discussion

-Request from PAC to support the purchase of school agendas for 2023-2024. Cost approx. \$1500-2000. PAC to review funds and get back to Nadia

-Sound system quotes. Approx. \$5000. Will review again at next meeting.

-School Photos- provided by Basil Cooper last year. Looking for new quote from another vendor. Kamal to source prices for photos.



2. PRESIDENT'S REPORT *Michelle Crossley*

Discussion

- Confirming meeting dates and times will remain as third Wednesday of the month at 7:00pm
- Remaining PAC meeting dates set for 2022-2023: March 15, April 19, May 17, June 21
- Next month is PAC AGM and Elections. Michelle to put together a blurb about open roles with description. Kristi will send out communication.

3. TREASURER'S REPORT *Michelle Scheibel*

Discussion

Bank Accounts Reconciled to April 19th

Gaming account balance \$8,956.01

PAC Account balance \$52,206.90 (less \$13,733.73 for playground accessibility) \$38,473.17

Updates:

1) Here is a summary of fundraising so far this year, not including hot lunch since there are still expenses to be paid for the remainder of the year

- So far we have fundraised \$13,707 (this includes the gaming grant \$4560)
- Revenue still to come Dance??
- Spirit Wear \$168.74 (this is after all the item PAC purchased to sell another time or giveaway)
- Greenery \$600
- Expenses so far are \$4,058
- Net Revenue \$10,417.74

Our budget goal was to Fundraise \$12,500 not including the gaming grant or hot lunch revenue (we wanted \$4000). It will be interesting to see where we end up after the dance. Hot lunch profit will be close to \$4000 maybe less since we are going more subsidies.

2) From our net bank balance \$38,473.17 plus gaming account \$8,956.01 I estimate the following upcoming expenses:

- Hot lunch expenses \$15,500
- Sandbox updates and painted lines and basketball hoops \$3000
- Inflatables day? \$2100
- Est net balance \$17,873.17 plus gaming account \$8,956.01

Our budget outlines we wanted to keep a reserve of \$10,000 for contingency, so we are within our budget

3) Capital Improvement Playground

- We were unsuccessful with the grant writing for the playground, but they have agreed to credit us back the money or put it towards the accessible bus that was quoted on earlier this year (quote included)
- SD23 cash online also have money for the playground \$10,739.09 plus the PAC account for \$13,733.73
- Quote came in at \$29,067.93 (after the credit applied)
- Vote to use PAC funds to cover shortfall to complete this project before prices keep rising \$4,595.11

Capital Improvement School Sound System (Nadia was looking into) I think we still have enough left over after the playground to put effort into that initiative too



Motion 1

Motion requested by Michelle S. for PAC to spend the amount of \$4,595.11 needed to finish the playground- accessibility piece

- Approved: Heidi V
- Seconded: Ruth K

All in favour

Motion passed

Motion 2

Motion requested by Kamal to use \$250 from PAC Compassion Fund to purchase special gift.

- Approved: Michelle S
- Seconded: Ruth K

All in favour

Motion passed

4. COPAC REPORT *Vacant Position*

Discussion

No Updates

5. FRUITS AND VEGETABLE COORDINATOR REPORT *Vacant Position*

Discussion

- Amazon GC: SKE won a \$25 Amazon Gift Card from the fruit and veggie photo contest.
- Discussion on what to put this GC toward? SKE Food Program? Cutlery? Hot Lunch kitchen supplies?

6. HEALTH AND SAFETY REPRESENTATIVE REPORT *Vacant Position*

Discussion

- Stove in the hot lunch room is always on.
- Kristi to make a large sign- Caution Hot Stove

7. FOOD PROGRAM COORDINATOR REPORT *Dayna and Robyn*

Discussion

- Food Safe Program- Kamal completing Food Safe certification online

8. FUNDRAISING COORDINATOR REPORT *Leah Garras*

Discussion

- Next fundraiser. Sonic Car Wash. Kamal preparing material.

9. COMMUNICATIONS COORDINATOR REPORT *Kristi Caldwell*

Discussion

No Updates

NEW BUSINESS

SPRING FLING DANCE – Michelle S and Dance Committee

Discussion

- All students must be accompanied by an adult
- Siblings are welcome



OLD PARKING LOT – *Kamal*

Discussion

Can we repurpose the old parking lot? Further discussion at a later date.

LOST AND FOUND – *Kamal*

Discussion

- New and improved lost and found system in place. Thank you Kamal for all your hard work in organizing this!
- Discussion on where to donate lost and found items and how often.
- For now, items will be dropped in the Diabetes Bin on site.
- Looking into donating items to other schools.

GREEN COMMITTEE – *Ruth King*

Discussion

- Garden has been planted- thank you to Ms. Morgan's class
- Setting up signs for garden- plant names, including indigenous name
- Need water for plants. City will be setting up irrigation?
- School district does yard clean up Tuesdays and Thursdays.
- Ruth will come to the school to set up the new Lomi
- April 27th is Greenery Pick up. Communication to go out.

SPIRIT WEAR

Discussion

PLAYGROUND COMMITTEE REPORT *Michelle S and Heidi V*

Discussion

NEXT MEETING

Motion to adjourn the meeting – Michelle S.

Meeting adjourned at 20:34pm

NEXT MEETING: May 17, 2023.

SKE PAC Information and Meeting Minutes | <http://www.ske.sd23.bc.ca>
COPAC Information and Meeting Minutes | <http://www.copac.sd23.bc.ca>
District and Committee Information | <https://www.sd23.bc.ca>

