



SKSS PAC Executive Committee
Cory L: Chair, Tanya P. Vice-Chair, Erin M
(Secretary/Treasurer), Julie R (Past-Chair)

What exactly is PAC?
 The School Act gives parents the right, through Parent Advisory Councils (PACs), to provide feedback in their school. PAC is the officially recognized collective voice of parents of their school. A PAC, through its elected officers, may advise the school board, the principal and staff of the school respecting any matter relating to the education of the students and the school.

- What is the role of PAC?**
- To advise the school principal and staff on parents' views and feedback about school programs, policies, plans and activities.
 - To organize PAC activities and events and endeavour to provide parent education.
 - To encourage parent involvement in the school, and to support programs that promote parent involvement.
 - To communicate with parents, and to promote co-operation between the home and the school in providing support for the education of children.
 - To assist parents in accessing the system and to advocate on behalf of parents and students.
 - To provide financial support for the goals of the PAC, as determined by its membership.
 - To advise and participate in the activities of the District Parent Advisory Council (DPAC) and the BC Confederation of Parent Advisory Councils (BCCPAC).
 - The business of the PAC shall be unbiased in respect of race, colour, religion, politics, family status, gender, sexual orientation or physical or mental ability. The PAC is not a forum for the discussion of individual school personnel, parents, or other individual members of the school community.

**SKSS PAC Meeting
 Draft Minutes
 Thursday December 10, 2020 7pm via Zoom**

1. **Call to order at 7:02pm.** Attendees: Brenda, Julie, Erin, Cory, Tanya. Mr. Kirshner and Mr. Simpson attended from SKSS
2. **Review of the Agenda.** Motion to accept as submitted. Moved by Brenda, Seconded by Julie. All in Favour.
3. **Presentation from Mr. Simpson** *Navigating the parent portal of MyEd platform.* Mr. Simpson reviewed the locations where information on the MyEd portal can be accessed from the SKSS Website. There are a number of video tutorials also available. SKSS Parents and students are invited to review the videos and contact Mr. Simpson or the librarian should there be any concerns. Mr. Simpson stated he was willing to come back and do a presentation to PAC closer to Course Selection time in the spring.
4. **Minutes from the Previous Meeting.** Motion to amend the minutes to reflect the correct spelling of our Vice-Chair's name: Tanya Pawliuk. Motion to accept as amended: Moved by Tanya, seconded by Erin. All in favour.
5. **Old Business**
 - a. **Legacy Grant** – *SKSS was successful in obtaining \$5,000 from the Legacy Grant toward Sue's machine purchase. We have already budgeted the other \$5,000 from the annual gaming grant and it is ready to be disbursed. The district is in contact with Mr. Kirschner about purchasing this piece of equipment (per usual protocol)*
6. **New Business**
 - a. **Administration Report** (Mr. Kirschner). See attached. Highlights of the report included the return of the student newspaper, the <99% success rate of students on the last report cards, the Pro-D day inservice for teachers, the upcoming Christmas Assembly, Student presentations at the district level, health and safety initiatives, cleaning sprayers to sanitize rooms in less time, and the work being done on Dress Code.

Next Virtual General Meeting: January 14 at 7pm via ZOOM



DECEMBER 10TH SKSS PAC MTG: PRINCIPAL'S REPORT

CURRENT ENROLLMENT IS: 900

- Student/School events:

- Remembrance Day live/virtual assembly: Thanks to Ms. Fonseca's Sr. Drama class/Ms. McRae music program for their reflective and powerful performance.
- The Titan Tribune newspaper first publication: Thanks Ms. Schiller and club
- Report Cards: Dec. 3rd- very successful Q1 with completion rate over 99%
- Dec 7th Pro-D "School Wide Literacy/strategies" Facilitated by LARTS & Mike Carson
- Dec 18th X-Mas assembly (TBA)
- Nov. 23rd Board Meeting; Hayden Koppes and Thea Wells (H&S in our schools)
** New Covid disinfectant sprayers now in use***
- Mr Kirschner evaluation: parent survey home on January 12th

Presentation to PAC:

Google photo slides and references to updated DEWR data and "draft" Dress Code Rationale

RESPECTFULLY SUBMITTED,
Walt Kirschner- Principal

b. Parent Engagement (Cory)

- PAC Presence on SKSS Website
- Form at start of year allowing sharing of parent contact info with PAC
- Education sessions at the start of PAC meetings
- Zoom info made available well in advance and posted in Principal's newsletter

c. Direction of PAC. (Cory)

- Reminder that one of the main purposes of a PAC is to advise the school principal and staff on parents' views and feedback about the school programs, policies, plans and activities.

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- We do not just distribute money! We help communicate with parents, assist parents in accessing the system, advocate for parents and students, and advise and participate at a district and provincial level.
- Going forward: We will try to include an educational component at each of our meetings. Ideas included: “Navigating the MyEd portal for parents”, presentations from students regarding the Art Calendar, Presentation from the Leadership Students regarding Dress Code revisions, presentation from students involved in the Link Crew.
- Reminder that PAC is meant to be the voice of 900 student’s parents in the school. The school act mandates that we be involved in the direction our school in an advisory capacity. Please consider spreading the word about PAC and joining us at the Executive table. We can be reached through our gmail account at SKSSPAC@gmail.com

7. Treasurer’s Report. All Statutory, legal and fiduciary obligations have been met for the 2019/2020 school year. The 2020/21 BCCPAC membership fee has been paid. \$2000 has been transferred into the Gaming Account, per last meeting’s decision. No cheques have yet been written for this year’s disbursements, but we do have some invoices pending so Erin and Cory will get together and sign some cheques. Our accounts are at BMO (gaming and general). Erin and Wayne have met to transfer over the binder full of old documents. The signing authority has been changed at the bank for 2/3 new signing officers, and we expect all 3 new signing officers to be up and running soon (COVID has made it difficult to get appointments at the bank).

Motion from the Treasurer: To approve a \$500 disbursement from the General Account to cover the costs of desserts and coffee/tea for teachers and support staff before Parent/Teacher meeting night as a thank you to teachers from the PAC for all of their hard work and support. **All in favor.**

Funding requests:

Request from Iona Poeltzer for \$700 for posters for math classes. *Request denied as this does not fall within approved gaming grant expenditures.*

Request from Mr. Barker for \$300 to support spirit week materials and prizes for students, as well as a “random acts of kindness” hot chocolate distribution. *Request approved*



Proposed SKSS PAC Budget

Projected Revenue and Expenses for year ending June 30, 2021

	General Fund	Gaming Fund	Total
Revenue:			
Balance Forward (Aug 31, 2020)	2,056.38	2,302.37	\$ 4,358.75
Community Gaming grant (Sept 2020)		\$ 18,000.00	\$ 18,000.00
	<u>\$ 2,056.38</u>	<u>\$ 20,302.37</u>	<u>\$ 22,358.75</u>
Expenses:			
Monthly Plan Fee (BMO Bank) (12mos \$2.50/mo)	\$30.00	\$ 30.00	\$ 60.00
Bank Statement Fees (12 mo x \$4/mo)	\$48.00		\$ 48.00
Disbursements for PAC-supported projects	\$500.00	\$ 20,000	\$ 20,500.00
BCCPAC membership	<u>\$ 75.00</u>		\$ 75.00
	<u>\$ 1,403.38</u>	<u>\$272.37</u>	<u>\$ 1,675.75</u>

Interior Savings Account (inaccessible)

- Currently has **\$100.93**

2020/2021 SKSS PAC Funding Requests

Requested By:	Department/Club:	Amt. Requested:	Amt. Approved:	Description of Request:	# of Students:	Date Needed:	Notes: (2019 amt requested/appr)
Susan Dumbrell	Mind Health Matters Club	\$40.00	\$40	For tea, hot chocolate and snacks for meetings	30-40	ASAP	Req: \$30.00 App: \$30.00
Susan Dumbrell	Peer Tutors Group	\$250.00	\$250	Rewards, supplies etc.	100	ASAP	Req: \$220.00 App: \$220.00
Amy Fonseca	Drama Club	\$4276.77	\$1,500	Drama room table & chairs	50	ASAP	Req: \$5238.50 App: \$1500.00
Mrs Hay	Math Dept	\$250.00	\$250	Games etc., Rubik's Cubes	All	ASAP	No Request
Mrs Hay	Math Dept	\$500.00	0	Items to enhance gifted & struggling students with math	All	ASAP	No Request
Greg Kozoriz	Intramurals	\$1000.00	0	Prizes & Equipment	600	ASAP	Req: \$1000.00 App: \$500.00
Ione Poelzer	Math	\$1000.00	\$1,000	Math Contests	60 -100	January 2021	Req: \$1200.00 App: \$1200.00
Sue Scallon	Technology Ed	\$10,000.00 approx	\$5,000	CNC Laser cutter/engraver		ASAP	No Request
Corey Yamaoka	Athletics	\$19,391.00	\$5,000	Equipment & Uniforms	350 +	ASAP	Req: \$20,970.50 App: \$11,500.00
Lisa Yamaoka	Art Club	\$1966.57	\$1,500	Printing Calendars & Art Supplies	55 +	ASAP	Req: \$1958.85 App: \$1250.00
Julie Reimer	BCCPAC Membership	\$75.00	0 (cannot use Gaming funds)	Pd for 2020/21 membership			
NSF Fee		\$48.00	\$48				
	Total of Requests:	\$38,797.34					
	Total available		\$20,302.37				
	Total Commitments		\$14,588 (+\$30 in bank fees)				
	Total Gaming Funds to still		\$5,684.37				

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SKSS PAC FINANCIAL REPORT – DECEMBER 2020

Gaming Account	Details	Debit	Revenue	Balance
October 30, 2020				\$20,254.37
November 30, 2020	Monthly Plan Fee	\$2.50		\$20,251.87
December 31, 2020	Art Club – Art Calendars	\$1,296.77 PENDING SIGNATURE CHANGE AT BANK (out of \$1,500 budgeted. \$203.23 STILL TO SPEND)		\$18,955.10
December 31, 2020	Sports Department – equipment	\$980 PENDING SIGNATURE CHANGE AT BANK (out of \$5,000 budgeted. \$4020 STILL TO SPEND)		\$17,975.10
December 31, 2020	Mind Health Matters Club	\$20.02 PENDING SIGNATURE CHANGE AT BANK (out of \$40.00 budgeted. \$19.98 still to spend)		\$17,955.08
December 31, 2020	Peer Tutors Group	\$20.15 PENDING SIGNATURE AT BANK (out of \$250.00 budgeted. \$229.85 still to spend)		\$17,934.93
December 31, 2020	Monthly Plan Fee	\$2.50		\$17,932.42
Est. Balance – Dec 31, 2020**				\$17,932.42
Total Commitments so far this year: \$14,588 (including bank fees)		Total still available to be committed: \$5,684.37		

*Italics indicate that debit has not yet appeared on monthly bank statement/cheque still has not been cashed by payee.

General Account	Details	Debit	Revenue	Balance
October 31, 2020	Monthly Plan Fee	\$2.50		\$2,056.38
November 30, 2020	BCCPAC Fees	\$75.00		\$1,981.38
November 30, 2020	Monthly Plan Fee + statement	\$6.50		\$1,974.88
December 31, 2020	Monthly Plan Fee + statement	\$6.50		\$1,968.38
Est. Balance – December 31, 2020				\$1,968.38
Total Commitments so far this year: \$6.50x12 for bank fees = \$78		Total recommended commitment for projects outside of gaming funds: \$500		

*Italics indicate that debit has not yet appeared on monthly bank statement/cheque still has not been cashed by payee.

Interior Savings Account	Balance
Est. Balance - July 1 2017	\$100.93

*This amount is not included in any overall balance calculations. After 3 years of bank fees, it is likely that this account is almost zero at this point.

Est. Balance -December 31, 2020				\$19,900.80
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8. DPAC Report

- Screenagers still available to be viewed until December 13.
- SOGI presentation at the January DPAC meeting
- Askable Adult presentation coming in February with content for highschool students' parents
- DPAC attended Leadership Summit at BCCPAC. Excellent presentation on reconciliation work. Good networking. New report card structure for elementary students not universally liked.

9. BCCPAC Report – Leadership Summit was successful. Conversations being had about Foundation for Enhanced Student Learning and measuring success.

10. Other Correspondence: Unsolicited Cheq received by “Asap Office Supplies” as part of marketing material. This will be discarded.

Art Calendars received by PAC Exec. Thank you to the students who have created these magnificent calendars which feature visual arts inspired by nature drawing and journaling.

11. Other business. – Meetings for the remainder of the 20/21 school year:

Meetings will be held the Second Thursday of Every Month for the rest of the school year (January-June 2020). PAC minutes, Agendas and Meeting dates will be added to the SKSS website.

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PAC Meeting Schedule for the remainder of 20/21 (Note: All meetings will be on Zoom)

January 14, 2021 at 7pm Join Zoom Meeting

<https://ca01web.zoom.us/j/65130168215?pwd=QmpUaytpamI5cjdqNU1waHBkVTBFUT09>

Meeting ID: 651 3016 8215

Passcode: 1D?VXgdj

February 11, 2021 at 7pm

March 11, 2021 at 7:30pm

April 8, 2021 at 7pm

June 10, 2021 at 7pm

Adjournment at 8:48pm.

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