



HD Stafford Middle School PAC

PAC Meeting Minutes

April 24, 2019

President:	Cheryl Santer
Vice-President:	Tricia Mein
Treasurer:	Ilona Merza
Secretary:	Tricia Mein
Fundraising:	Cathy Worrall
DPAC:	Tamie Simunac
Panago Coordinator:	Tamie Simunac
Member at Large:	Jen Elderkin, Robin Humphries
Hawks Nest Co-Ordinator:	Sheri Cooper

In Attendance: Tricia Mein, Cheryl Santer, Ilona Merza, Abby Burton

Meeting called to order at: 6:30 pm

Motion to pass the Agenda: Tricia Mein motioned – all in favor

Motion to adopt minutes: Abby Burton motioned, Ilona Merza seconded

Motion to adopt agenda: All in favour

Community School Coordinator

- Not present

Principal Report: Shawn Davids

- Kids are doing DART (District Reading Assessment)
- A lot of planning for next year.
- School budgets are due next week.
- HDSMS hosted the Grade 5 welcome to HDSMS for next year.
- Track meet Friday at MAP – compete for district track meet in June.
- Screenagers will be shown on Wednesday May 1st for the grade 8 students.

President Report:

- Brad Hendy wants the PAC to create a Society so that we could issue tax receipts. It is our understanding that PAC members cannot create a society.
- New dance date. Thursday May 23rd.

Vice-President Report:

- We need to promote the AGM on social media and have Trina send something out. Tricia will send a copy of the letter that was sent out last year to Cheryl to distribute
- Staff appreciation date May 15th.
- Abby Burton will order and take care of delivery of food.
- ***Tricia Mein motioned to increase the Staff Appreciation budget from \$400 to \$600. – Passed***
- Tricia Mein presented 3 options and Abby will research a bit more and then send an email to the PAC address to let us know what we will be serving.

Treasurer Report:

- Report on revenue/expenses & bank balances for the Period Ending March 31, 2019 (see attached)
- Hawks Nest – earned over \$400 this month

Secretary's Report:

- Nothing to report.

Fundraising Report:

- Dance – Thursday May 23rd
- 6:30 – 8:30 \$5/ticket
- Tickets are being sold at the Hawks Nest
- Glow bracelets have been purchased

D PAC Report: -Tamie Simunac – not present

New Business:

Winter Market

- Abby Burton is running a Winter Market Nov 23, 2019 10-5pm.
- Asking for community donations.
- Facebook post has been sent out looking for vendors
- A vendor who has a child coming into HDSMS next year can get the family rate when there is proof of registration and pay the fee through School Cash Online.
- HDSMS Winter Market – share it!
- Looking Makers/Artist/Consultant as vendors.
- Will have preliminary budget to present in September 2019.

Administrative Assistant Day

- Approved \$40 for 2 bottles of wine for Trina and Lisa in the front office for being so awesome!

Meeting adjourned at: 7:29 pm

HDSMS Meeting Schedule for the year in the HDSMS Library at 6:30 pm:

Wednesday May 22nd (Meeting/AGM/Elections)

**2018-2019 Budget vs. Actual
as of March 31, 2019**

Income - General	Revenue /			Profit on Fundraisers
	Profit	Actuals	Gain/(Loss)	
Bank Interest	10.00	6.59		Hawks Nest 1,431.59
Donations	2,000.00	2,955.50		Purdys 1,142.44
Hawks Nest Concession	5,000.00	5,582.15		Panago 124.00
Purdys	250.00	1,142.44		Neufeld 857.30
Panago	1,000.00	372.00		
Neufeld Farm / DFS (profit)	240.00	3,361.30		
Dance	600.00	-		
Total	9,100.00	13,419.98	4,319.98	3,555.33

Expenses - General	Costs	Actual	Gain/(Loss)
Bank expenses - cheques	35.00	20.65	
Classroom Expenses (shared with Gaming)		1,079.11	
Student Empowerment Fund	1,500.00	167.81	
Library Donations		-	
Christmas Hampers	400.00	400.00	
Gr 8 Sundae party	150.00	-	
Gr 5 welcome	150.00	-	
Staff Appreciation	400.00	-	
Operation Track Shoes	300.00	-	
Purdy's Expenses		-	
Hawks Nest Concession Expenses		4,150.56	
Meeting Expenses		-	
Sports equipment-9 Square	1,400.00	1,396.48	
Website	20.00	-	
Neufeld Farms Expenses		2,504.00	
Grade 7 Camp Expenses		-	
Panago Expenses		248.00	
Returned Cheques		-	
Dance Expenses		-	
Fall Fair Expenses		47.54	
Total	4,355.00	10,014.15	(5,659.15)
Opening Bank Balance	9,376.66	9,376.66	
Less: deposits next month			
Add: o/s chks			
Closing Bank Balance	14,497.66	12,782.49	

Income - Gaming	Revenue /		
	Profit	Actuals	Gain/(Loss)
Provincial Grant	11,660.00	14,040.00	
Interest Income	13.00	11.97	
Income - Total	11,673.00	14,051.97	2,378.97

Expenses - Gaming	Costs	Actual	Gain/(Loss)
Bank expenses - cheques	35.00	20.65	
Grade 6 T-shirts	1700.00	-	
Classroom Donations (\$300 ea)	8700.00	-	
Grade 7 Field Trip	4500.00	-	
Grade 8 year end field trip	1500.00	-	
Library Donation	1500.00	-	
Bussing (part of the classroom donations)	-	-	
Extracurricular Activities	-	-	
Accidental issue from wrong account	-	-	
Community Garden	-	-	
Total	17,935.00	20.65	17,914.35
Opening Bank Balance	10,374.08	10,374.08	
Less: deposits next month			
Add: o/s chks			
Closing Bank Balance	3,812.08	24,405.40	
Total Bank Balance for Operating/Gaming	18,309.74	37,187.89	