



HD Stafford Middle School PAC

PAC Meeting Minutes

AGM

May 22, 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, Sheri Copper, Abby Burton, Cathy Worrall

Meeting called to order at: 6:36 pm

Amendments to Agenda:

Add: Presidents report item C) Constitution amendments

Adj: Date change to May 22, 2019

Remove: Concession for sporting events

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

Motion to adopt agenda: All in favor

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

Community School Coordinator

- Not present

Principal Report: Shawn Davids – not present

- September 18, 2019 Back to School BBQ

Vice-President Report:

- Nothing to report

Treasurer Report:

- Report on revenue/expenses & bank balances for the Period Ending April 30, 2019 (see attached)
- Biggest fundraiser will be Hawk's Nest at \$4,838.01 to date
- Still waiting for a lot of field trip invoices from school

Secretary's Report:

- Nothing to report.

Fundraising Report:

- Dance – Thursday May 23rd
 - 6:30 – 8:30 \$5/ticket
 - Tickets are being sold at the door
 - Glow bracelets have been purchased
 - Volunteers asked to arrive at various times
 - Cheryl will post on FB for volunteers
- Purdy's
 - Kristina Haglof - Found the campaigns were a lot of work and will not be able to run them next year.
- Neufeld's
 - Up and running.
 - May 31st ordering deadline
 - June 10th pick up date
- Panago
 - Not a great campaign this year.
 - Needs someone to actively advertise the year-long event more.
- Spirit of Shopping
 - Jen E ran the event and the money was run through the Langley School District Foundation.
 - Cash for Clothes – May 27th drop off date

D PAC Report:-Tamie Simunac – not present

President Report:

- Thank you to all PAC members
- Welcome Back to School BBQ September 18, 2019
- Dance – May 23rd.
- Looking to plan a dance on Nov 7th 2019 or Nov 15th 2019
- Cheryl – ask Mr. Davids to share our FB posts to reach more people
- We approved \$3000 during the year for playground swings through Mr. Hendy.
Will carry it forward to next year pending the results of the grant approval.

CONSTITUTION

Cheryl proposes to pass the amendments of the constitution emailed to parents May 7th 2019.

Notice of Changes to the HDSMS PAC Constitution

Changes will be voted on at the AGM May 22, 2019 at 6:30pm in the Library

Current Section

Section 6.1 - Duties of Officers

(f) Representatives for the School Planning Council (SPC)

The SPC Representatives

1. Shall attend all meetings of the school planning council (SPC)
2. Represent, speak and vote on behalf of the Council at SPC meetings
3. Request and take direction from the membership and executive
4. Be advocates for meaningful school planning

Proposed Changes

Propose to remove this statement from the HDSMS Constitution because this position no longer exists.

Current Section

Section 13 – Quorum

A minimum of six (6) voting members present at any duly called general meeting shall constitute a quorum.

Proposed Changes

A minimum of 50% plus one (1) of members present at any general meeting shall constitute a quorum

All in favor – passed

Updated constitution will be sent to DPAC for filing.

Old Business:

- Staff Appreciation went really well
- Abby Burton – made all the food and decorations for the event. (Thank you Abby!)
- Under budget – spent \$342

New Business:

September 3, 2019 - Coffee & cookies at first day of school for grade 6 parents.

- \$150 budget

September 18, 2019 - Meet and Greet Volunteering at the Back to School BBQ for all PAC members

September 25, 2019 - First PAC meeting Wednesday

Meeting adjourned at: 7:40 pm

2018-2019 Budget vs. Actual
as of April 30, 2019

Income - General	Revenue / Profit	Actuals	Gain/(Loss)	Profit on Fundraisers
Bank Interest	10.00	7.53		Hawks Nest 1,052.10
Donations	2,000.00	2,955.50		Purdys 580.09
Hawks Nest Concession	5,000.00	6,458.30		Panago 124.00
Purdys	250.00	1,626.42		Neufeld 551.00
Coffee	-	-		<u>\$ 2,307.19</u>
Panago	1,000.00	372.00		
Neufeld Farm / DPS (profit)	240.00	3,055.00		
Grade 7 Camp Refund	-	-		
Dance	600.00	-		
	<u>9,100.00</u>	<u>14,474.77</u>	<u>5,374.77</u>	

Expenses - General	Costs	Actual	Gain/(Loss)
Bank expenses - cheques	35.00	23.60	
Classroom Expenses (shared with Gaming)		1,742.13	
Student Empowerment Fund	1,500.00	1,755.28	
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	397.20	
Purdys Expenses		1,046.33	
Hawks Nest Concession Expenses		5,406.20	
Meeting Expenses		-	
Sports equipment-9 Square	1,400.00	1,396.48	
Website	20.00	-	
Neufeld Farms		2,504.00	
Grade 7 Camp Expenses		-	
Panago Fundraiser		248.00	
Returned Cheques		-	
Dance Expenses		682.29	
Screenagers		260.00	
Fall Fair Expenses		47.54	
Total	4,355.00	15,909.07	(11,554.07)
Opening Bank Balance	9,376.66	9,376.66	
Less: deposits next month		-	
Add: o/s chks		-	
Closing Bank Balance	14,497.66	7,942.36	

Income - Gaming	Revenue / Profit	Actuals	Gain/(Loss)
Provincial Grant	11,660.00	14,040.00	
Interest Income	13.00	13.98	
Income - Total	11,673.00	14,053.98	2,380.98

Expenses - Gaming	Costs	Actual	Gain/(Loss)
Bank expenses - cheques	35.00	23.60	
Grade 6 T-shirts	1700.00	-	
Classroom Donations (\$300 ea)	8700.00	161.50	
Grade 7 Field Trip	4500.00	-	
Grade 8 year end field trip	1500.00	-	
Library Donation	1500.00	441.40	
Bussing (part of the classroom donations)	-	-	
Extracurricular Activities	-	-	
Accidental issue from wrong account	-	-	
Community Garden	-	-	
	<u>17,935.00</u>	<u>626.50</u>	<u>17,308.50</u>
Opening Bank Balance	10,374.08	10,374.08	
Less: deposits next month		-	
Add: o/s chks		-	
Closing Bank Balance	3,812.08	23,801.56	
Total Bank Balance for Operating/Gaming	18,309.74	31,743.92	