

Maple Creek PAC Meeting Minutes

Tuesday, October 8th, 2024

Executive Meeting Called to Order at 7:00pm

Attendance

Executive:

President: Angela Mudie (AM) - Absent

Secretary: Amanda Dishaw (AD) - Present

Treasurer: Hank Sam (HS) - Present

Hot Lunch: Jennifer Sam (JS) - Present

Member at Large: Anna-Marie MacPherson (AM) - Present

Non-Executive:

Megan Keller (MK) - Present (Vote pending update to Constitution)

School:

Principal: Darren MacMillan (DM) - Present

Vice-Principal: Ian Robertson (IR) - Absent

Agenda

Motion to accept Agenda: Motioned by JS, Seconded by HS

Approval of Minutes from June: Motioned by JS, Seconded by AM

Business from Past Minutes:

- Constitution Update:
 - AM recommends updating Section IX, Point 1 to allow the inclusion of SD43 employees who are also parents in the Maple Creek community to be a part of the PAC. There was consensus on this point by the Executive.
 - The PAC will review the Constitution and make any additional changes and/or recommendations before the November meeting.
 - Proposed Amendments will be voted on at the November Meeting.
- PAC Membership Update:
 - AM reported an amazing response from PAC's previous callout for members. Vote to follow shortly for DPAC Members and Member-at-Large.
 - There are numerous parents looking to volunteer at events, and AM's husband will be assisting with hot lunch.

Principal Report:

- DM shared that last week the students all had field trips, they all went well.

- Weather was mixed, but overall was well received. Feedback from PAC was perhaps outdoor swimming would not be repeated in September/October. DM agreed weather was a challenge, and will review and possibly look to move to June.
- Interesting month at the school with new staff members but it is good to have fresh eyes. Looking forward to finishing off the month and a long weekend.
- Performance Assemblies coming up, as well as preparations for triad conferences in November.
- 200 ELL students, many of them now using the HUB.
- Mr. Elson has shared interest in Outdoor Adventure Club, wanting to get kids out into the community. Gauging interest for hikes (local), and longer bike trips. Floated the idea of camping, of which PAC was supportive, but there are logistical challenges.
- Budget:
 - 23/24 budgeted items which had receipts from end of June, but did not get cheques. Budgeted was \$4500, total spent was \$5073.71.
 - Carnival was budgeted at \$7500, ended up at \$6999.19
 - Budget Wishlist
 - Jerseys (total = \$5699.35)
 - Three kinds: Singlets, Basketball, Rugby
 - Wrestling mats are being shared with another organization. As long as we clean and care for them, we get to keep using them. About \$20K savings even if we only use them for the next 3-4 years.
 - Wish List A (total = \$6485.43)
 - Money has already been committed (need to spend or already ordered, etc.)
 - Canopies/Banners, Ramp, Field Hockey Sticks, Outdoor Equipment, Shelves/Storage
 - Wish List B (total = \$21,000)
 - Money has not been committed
 - Air fryer, art supplies, dishwasher countertop, yoga mats, DTF printer, digital video camera, Tech Ed pieces, cricut machine, class supplies (30 classes X 200), school wide board games (6 X 200), pen stylus/laptops (10 X 50), document cameras (350 X 6), SLR cameras (x2)
 - Carnival Request for 2024-25 (total = \$10,000)
 - Rentals (\$7200 deposits already made), Equipment (\$1000), Food (340 x \$5, half of the kids last year paid)
 - Summary is \$18K reimbursement from last year expenses (23/24 budget items + carnival + jerseys)

Executive Reports:

- Chair Report:

- AM provided e-mail update which has been incorporated into Agenda and conversation.
- Hot Lunch Report:
 - First lunch is tomorrow. All new vendors for this year.
 - Orders used to be about 250-275 students, around 300-350 currently.
 - Profits in the past have been about \$500-550 per lunch, now should be \$650
 - Dominos, Los Takos, Boston Pizza and Little Caesars are new vendors. Will reevaluate for the new year as we are trying them out.
 - \$236 from return-it from bottles from Hot Lunch will go to our account
 - JS will talk to Cobbs Bread, they should have a cheque available from fundraising.
- Treasurer Report: Presentation of 2024/25 Budget
 - \$47K total currently in both accounts (gaming/general) in the Bank. With \$5K reserve, this leaves PAC with \$42K to spend this year.
 - \$42K is due to unspent money from previous years, and HS advises that \$17K is the expected total for next year's disposable funds (with gaming grant and hot lunch) and will serve as a good parameter for the budgets moving forward for DM.
 - HS suggested a proposal to approve last year's spending (expenses from last year including jerseys for a total of about \$18K which were not paid)
 - Motion to approve reimbursement of \$18K in expenses from last year by HS, Seconded by JS. Motion passed.
 - \$24K is what PAC has to spend after the \$18K has been spent, and \$31K is what the school is asking for (see above). DM advised:
 - Carnival is a unanimous spend that the school would like to continue. \$10K is high end and more than enough.
 - Wish List A is necessary from the school perspective, that spend is priority.
 - Class Funds are important for the staff, that is priority.
 - DM to sent HS a list of what the staff would like to prioritize and what to leave off the list to total \$24K for next meeting.
 - AM initiated a conversation about contingency funds.
 - Discussion was around how the funds we have are expected to be used for the kids who are in the school right now, and we don't have the long-term funds to set aside a meaningful contingency.
 - Intended to maintain \$5K in the bank account for next year as start-up for subsequent years, HS estimates this year will be closer to \$10K with fundraising.

Other Business:

- Grade 8 Hoodies:
 - AM recommends that this process start earlier in the year so students can wear them for a longer period. How can PAC support this?

- DM advises that they are ready to go with hoodies and t-shirts, limiting to no youth sizes to try and streamline.
 - Spirit wear will be available to all students after Grade 8 hoodie orders.
- Other Business:
 - Babysitting Class will happen in April on Spring Pro-D Day.
 - Appetite for After-School Program is big. 110 people students signed up for after school for 30 events.

Meeting adjourned 7:50 pm