

PHIL AND JENNIE GAGLARDI ACADEMY PAC
APPROVED MEETING MINUTES
January 12, 2021

Meeting called to order at 6:34 pm

OPENED IN PRAYER by Gennelle Holley

Attended by:

Gennelle Holley, President
Tara Moose, Secretary
Madelein Smit
Kelly Hiller, Vice President
Shannon Smith
Tricia Dol, treasurer
Dagmar Aiken
Bobi Linekar
Bernadette Pitcher
Joy Chan
Jen Tomlinson
Rhea Dollete-Bruce
Maylene
Sandy Robinson

PAC AGENDA AND MINUTES

MOTION: *'To adopt the agenda for current meeting'*. Moved by Madeleine Smit, seconded by Kelly Hiller. All in favor: yes. Motion carried.

MOTION: *'To adopt the meeting minutes from December 2020.'* Moved by Kelly Hiller, seconded by Dagmar Aiken. All in favor: yes. Motion carried.

REPORTS

Hot Lunch (Joy Chan)

- Not much to report. Dec -Feb had a few new vendors. New meals from QF and Twisted Mint Café. Would love feedback on the quality of the food and if it's going well.
- She was able to increase the amount of GF options.
- Some issues with lateness/ parents coming in after the ordering deadline mostly due to joining the school but mostly the team was able to accommodate these families for hot lunch and make it work.
- Some questions around PST. Some vendors charge PST and some don't. Sometimes the cheque written to the vendors is incorrect due to confusion around whether PST was

included or not. Usually if this happens, Gennelle is able to change the amount on the cheque as she has signing authority and often volunteers on Fridays but she will not be there this coming Friday. Joy is able to confirm that there should be no confusion regarding PST this Friday due to the vendor that is planned.

Hospitality (Jen Tomlinson)

- Christmas event for staff went well. No other events are planned at this time due to COVID.

Fund Raising Committee (Simona MacKinnon)

- \$614.61 raised with poinsettia fundraising. We had budgeted to raise \$700.
- No one at the meeting is sure if there is still cookie dough left from the cookie dough fundraiser.
- Kelly is working on organizing a Papa Murphy’s take and bake pizza fundraiser. PAC would make \$5 for each pizza sold. They need at least one week’s notice to prepare the orders. Vendor put together an order form. People select what type and how many pizzas they would like. Perhaps we could arrange a drive-through system using the school’s drop off area to allow people to pick up their order directly from the food producer without leaving their vehicles. Kelly will meet with Bernadette on Thursday morning to discuss the logistics on this.
- Pizza will be take and bake style.
- Maybe Feb. 5th as potential pick up date.
- Kelly will look into whether there may be a gluten free option.

Treasurers Report (Patricia Dol)

- **Account Balances:**

General Bank Account	\$27,641.14
Funds Held for GRADS	\$3,060.39
Funds committed to Playground	\$7,500.00

- Gaming Bank Account **\$10,134.55**

Gaming Bank Account	\$10,134.55
Funds committed to playground 2019	\$2,240.00
Funds committed to Playground 2020	\$2,240.00

- Updated Budget:

2020-2021 Adopted PAC Budget

Revenue		
	Budget	Actual
Non-Gaming Revenue:		
Carry forward		14,481.15
Hot Lunch	15,000.00	10,232.08
Used Uniform Sales	1,300.00	942.53
Mabel's Label	-	56.51
Poinsetta Fundraiser	700.00	614.61
Rocky Mtn Chocolates	600.00	-
Cookie Dough/snack sales	1,000.00	960.00
Donations		-
Thrifty's smile cards	1,500.00	-
Non-Gaming Subtotal	20,100.00	27,286.88
Gaming Revenue:		
Carry forward from prior year		377.20
PAC Grant	4,660.00	4,660.00
Raffle Proceeds	3,500.00	
Gaming Subtotal	8,160.00	5,037.20
TOTAL REVENUE	28,260.00	32,324.08
Expenses		
	Budget	Actual
Non-Gaming Expenses:		
Hospitality		
Pastors Lunch	-	
Christmas Concert	-	
Teachers Luncheon (2)	1,400.00	
Spring break BBQ	-	
Try-us-on-for-a-day	-	
Grad Reception	150.00	
End of Year Neighbourhood	100.00	
Welcome back signs	75.00	75.00
Sports Day	0	
Hospitality - Subtotal	1,725.00	75.00
Hot Lunch expenses	10,500.00	3,103.05
Child-in-need program	500.00	
Thrifty's Smile Card Program	1,500.00	
Classroom Purchases	500.00	
Playground Funds	7.00	
Missions Contributions	500.00	
PAC Expenses*	250.00	
Non-Gaming Expenses Subtotal	15,232.00	3,178.05
Gaming Expenses:		
Annual PAC - Grad Bursary	500.00	
Awards night	2,500.00	
Extracurricular activities - sports/clubs	500.00	
Raffle license/prizes/Draw expenses	255.00	
Field Trip Transportation	750.00	
Sports Team Jerseys	-	
Playground Funds	2,240.00	
Gaming Expenses Subtotal	6,745.00	-
TOTAL EXPENSES	21,977.00	3,178.05
Proceeds to carry forward to 2020-21		
	BUDGET	Actual*
Non-gaming funds	4,668.00	24,108.83
Gaming funds	1,415.00	5,037.20

*includes money carried forward

Playground Committee (Kelly Hiller)

- Brent Aisly has agreed to coordintate volunteers for construction of the playground.
- Close to \$8000 was raised in direct donations as a result of Caron's appeal to parents for donations towards unmet portion of playground budget.
- Money has been determined to be sufficient for the playground project to go ahead.
- Keep your eyes out for a beautiful poster made by Caron displaying the plan for the new playground. Currently on display in the window at the main front door.

OLD BUSINESS

Raffle

- Prizes confirmed so far include: tickets to Saratoga speedway, Coastal Black GC for wine and aroma therapy, honey (about \$150), GC to kingfisher with lunch included, gift basket from Whale's Tale (Shannon will try to put something together with puzzles and games).
- Not confirmed is April Point (to be confirmed after their budget meeting has happened.) Application has been made to Mt. Washington but haven't heard back. We could just purchase a prize item from Mt. Washington.
- Takes around 10 days to get the raffle license approved. We will set a date of Feb. 5th for final date to confirm details of raffle prizes in order to have gaming license in time. - March 19th is the last day before spring break. We could use this day as the draw date.
- We could also do the draw at the March PAC meeting. We will move the PAC meeting to the 16th to make it a little closer to spring break and do the raffle draw virtually at the meeting.
- We still have to sell paper tickets not online. Tricia looked into paying to have the tickets printed professionally. We can get 1500 tickets printed for about \$76. This would prevent us gathering for a work bee.
- We could run the raffle from March 1 – March 12. We could take a few days to make sure we have all tickets returned and then do the draw virtually at the PAC meeting on March 16th.
- Tricia will confirm with Caron that all these days look ok.
- We budgeted \$255 to purchase raffle prizes. If the April Point package doesn't come through we could use this budget to purchase a Mt. Washington prize.
- Roy's Town pub will donate a \$25 GC.

NEW BUSINESS

- We would like to plan a used uniform sale but this would be difficult under the current public health restrictions. We will revisit this when the current restrictions have eased.
- The spreadsheet has been well maintained and if anyone has been looking for items they can check the spreadsheet.
- The spreadsheet is a google doc that can be shared.
- Bobi is happy to share this document but it needs to be uneditable.
- Madeleine occasionally has emailed the link out to parents making inquiries.
- Maybe we could ask Mary to put the link in the WAAG so that other parents can access it.
- If any parents have donations they can pass them on to Bobi or Madeleine.
- If we post the link publicly (such as in the WAAG) that might create a volume of sales that would be unreasonable for Bobi or Madeleine.
- Perhaps we will have to leave used uniform sales on an emergency basis so that the number of exchanges can be minimized.

- Bobi spent a lot of time updating the spreadsheet this last weekend.

PARENT FEEDBACK

- Can parents and teens be further encouraged to wear masks on school property?
- Bernadette responded that parents have been requested to wear masks and teens are required to wear masks outside when they are outside their cohort.
- Bernadette is aware of numerous announcements made to parents to wear masks when on school to property picking up their children, etc.
- In public schools, parents are required to wear masks on school property.
- On the school website that lists school COVID protocols there is no mention of request for parents to wear masks. Some parents don't recall clear messaging from the school that masks are required for parents on school property.
- Bernadette will meet with Mary to review what messages have been sent out to families and perhaps a reminder email could go out again.
- One suggestion that kids could wear their masks at pick up and drop off time to minimize risks if mingling were to occur between cohorts after school.
- Clarification from Bernadette that K-5 students are not required to wear masks at any time.
- Bernadette reports that it would be extremely difficult for staff to police whether kids are wearing masks as they leave the building.
- The ministry will be revising the K-5 school protocols and advising of changes next week.

Meeting adjourned at 7:43 pm

Next Meeting on Feb. 9th at 6:30, 2021