

PHIL AND JENNIE GAGLARDI ACADEMY PAC
MEETING MINUTES - Approved
March 16, 2021

Meeting called to order at 6:36 pm

OPENED IN PRAYER by Gennelle Holley

Attended by:

Gennelle Holley, President
Tara Moose, Secretary
Kelly Hiller, Vice President
Tricia Dol, Treasurer
Dagmar Aiken
Dawn Cameron
Bernadette Pitcher
Kim Curtis
Madeleine Smit
Rhea Dollete-Bruce
Jo Cochlan

PAC AGENDA AND MINUTES

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

MOTION: *'To adopt the meeting minutes from February 2021.'* Moved by Kelly Hiller, seconded by Dagmar Aiken. All in favor: yes. Motion carried.

REPORTS

Hot Lunch

- Seems to be going well but no report

Hospitality (Jen Tomlinson)

- No report.

Fund Raising

- Raffle sold 542 tickets. Before expenses \$2710 was raised.
- Kelly will email Gennelle with the names and phone numbers of the winners and Gennelle will contact all of the winners.
- Thanks to Tricia for organizing the raffle.

- Request for feedback from parents as to general feeling on if we should hold another fundraiser this year or if people are feeling done with fundraising.
- Is the number of sold/unsold tickets indicative of general feeling of being done?
- Some families had been looking for more tickets to sell but there were no additional tickets available at the office as they had all gone home with the notetakers.
- Perhaps next year we could look at considering other alternatives to handing out the tickets.
- We could look at how our current fundraising revenue compares to expected revenue in our budget to determine if we should continue with more fundraisers this year.
- 2 of our fundraisers didn't do as well as our expectations in the budget and the raffle revenue came under budget.
- We could do a push for Thrifty's SMILE cards.
- Rocky Mountain chocolates could be a Mother's Day fundraiser.
- Gunter's Brothers fundraisers (boxes of frozen meat) could be a possible fundraiser.
- We could do a Gunter Bros fundraiser for Father's Day.
- Kim is willing to coordinate a Gunter Bros fundraiser but will reach out to Simona to see what she thinks.
- Kelly will look into organizing a Papa Murphy's pizza fundraiser for Mother's Day.
- We could do the meat fundraiser for May long weekend instead of Father's Day.
- Gennelle will reach out to Caron to find out about any other school groups fundraising to make sure there is no conflict.
- We could do a pizza fundraiser when we get back from spring break in April and do the meat fundraiser for May long weekend.
- Pizza fundraiser will have pizzas arriving April 30th.
- We might want to talk to Jen about modifying the teacher's appreciation budget to account for budget shortfalls.
- Maybe a few smaller acts of kindness for teachers might be appreciated as a series of smaller gestures rather than one larger gesture. Keep it as a surprise, not scheduled on teacher's calendars. Smaller gestures of appreciation. This is an idea to bring forward to Jen. Kim will reach out to Jen.

Treasurers Report (Patricia Dol)

- Looking at our budget compared to revenue/expenses, we seem to be down by about \$3000. However, this doesn't account for projected expenses that haven't actually occurred yet. This also doesn't account for the raffle revenue or the final hot lunch period which typically brings in about \$2000.
- Hot lunch revenue is now expected to come out ahead of budget.
- Kelly, Tara, Gennelle will each take a few Thrifty's smile cards and try to distribute them.
- Tricia has been working on working out the challenges with the name assigned to the Thrifty's smile card program. They have been waiting for us to formally request the

name change for the account and this has resulted in us not having the regular deposits. Tricia has submitted that letter and is waiting for a response. If that can't be fixed for this year, then it will be fixed for going forward.

Account Balances

General Bank Account	\$18,814.78
Funds Held for GRADS	\$3,060.39
Total	\$15754.31

Gaming Bank Account \$5,654.55

Gaming Bank Account	\$5,654.55
Total	\$5,654.55

Playground

PAC has now paid the monies pledged to the school for the new playground. Thank you to all the parents who contributed and helped make it possible.

Fundraising Numbers for February

Papa Murphy – raised \$270.00

Used Uniforms – raised \$260.30

2020-2021 Adopted PAC Budget

Revenue		Budget	Actual
Non-Gaming Revenue:			
Carry forward			
Hot Lunch	13,000.00		14,897.68
Used Uniform Sales	1,300.00		1,226.77
Mabel's Label	-		36.31
Poinsetta Fundraiser	700.00		664.61
Rocky Mtn Chocolates	600.00		-
Cookie Dough/snack sales	1,000.00		1,020.00
Donations			100.00
Pape Murphys	-		270.00
Thrifty's smile cards	1,500.00		-
Non-Gaming Subtotal	20,100.00		18,235.57
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		23,272.77

Expenses		Budget	Actual
Non-Gaming Expenses:			
Hospitality			
Pastors Lunch	-		
Christmas Concert	-		
Teachers Luncheon (2)	1,400.00		837.90
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		912.90
Hot Lunch expenses	10,300.00		9,516.37
Child-in-need program	300.00		
Thrifty's Smile Card Program	1,500.00		75.00
Classroom Purchases	300.00		
Playground Funds	7,300.00		7,300.00
Missions Contributions	300.00		
PAC Expenses*	250.00		
Non-Gaming Expenses Subtotal	22,725.00		18,004.27
Gaming Expenses:			
Annual PAC - Grad Bursary	300.00		
Awards night	2,300.00		
Extracurricular activities - sports/clubs	300.00		
Raffle license/prizes/Draw expenses	235.00		265.95
Field Trip Transportation	750.00		
Sports Team Jerseys	-		
Playground Funds	2,240.00		2,240.00
Gaming Expenses Subtotal	6,745.00		2,505.95
TOTAL EXPENSES	29,470.00		20,510.22

Proceeds to carry forward to 2020-21		BUDGET	Actual*
Non-gaming funds	-	2,625.00	231.30
Gaming funds		1,415.00	2,797.20

*includes money carried forward

* PAC Expenses:
Sign, annual society filing fees, and various purchases to assist non-gaming fundraising start-up costs.

Playground Committee (Kelly Hiller)

- There was about \$15 000 raised by direct donations towards the playground.
- The cost of the entire project has now been covered.
- Other playground information presented by director (see below).
- There were about 12 volunteers present during installation.
- They all seemed to be having fun and Kelly brought them all pizza.
- Most of the volunteer work was completed on Saturday.

OLD BUSINESS

- No items

NEW BUSINESS

1. Report from Administration (Bernadette Pitcher)

- There have been no COVID exposures at our school.
- Board consists of: Evan Allnutt (chair) no secretary currently, Caron Mulgrew (treasurer), Ken Gaglardi, Mark Lawrence, Gary Renkima, Nick Lavertu is a brand new board member as of February.
- Board delegates most responsibilities to the director (Bernadette) but they approve large expenditures and the school calendar.
- Front parking lot will not be re-paved soon. The \$25 000 - \$30 000 required for that project will be spent building a brand new parking lot on east side (where intermediate playground currently sits).
- It will likely take June – Oct to complete new parking lot. \$500 000 will be spent building new parking lot and adding services.
- Bob Gaglardi has been valuable in providing connections and resources towards this project.
- Bernadette expects Bob Gaglardi will be supportive financially as well when he can although his business has been hit badly by the COVID pandemic and this is currently not a good time for him to support our infrastructure projects financially.
- High school plan is still on the table and board is wanting to proceed with the project, but some parts of the project still need to be figured out.
- We can have no inter-school activities right now due to COVID restrictions. Extra-curricular activities like cross-country will happen at our school but will not include being together with other schools.
- The impact of COVID on our school budget has been minimal.
- The federal government has provided \$41 000 to cover extra expenses due to COVID so the financial impact on the school has been negligible.
- In percentage terms how many new families do we get annually? Stayed consistent at about 10% including this year (2020/2021). 90% remain.
- Many new families came to Gaglardi from the public system due to overcrowding.
- A few families left for homeschooling. Some of these families have reported to Bernadette that they will be returning next year.
- In regards to homemade snacks brought in for birthday celebrations, etc: Protocol from the ministry says that all food shared must be made in a commercial facility and wrapped individually. Facility must have COVID protocols in place.
- Bernadette will put out a reminder to all teachers and parent groups to remind everyone of this policy. A reminder to parents would also be helpful as teachers

probably feel sensitive to the emotional needs of the children when food is brought in.

- Bernadette offered to share all financial information with the parent group. Would we be interested in a brief presentation of financial statements when she presents at PAC meetings? General feedback seems to be that parents present at this meeting are content with a brief statement on finances and do not require detail or official financial statements.
- Full financial reports are available to the public on-line.
- Bernadette reports use of the new playground is targeting grades 4-7. It won't be ready for play before spring break as the wooden borders and mulch are not finished yet.
- The EA's have created a schedule for the 4/5 cohort and the 6/7 cohort to use on a rotating basis.
- The rest of the grades are expected to use the playground before/after school.
- Thank you to Bernadette for joining us tonight.

2. Raffle draw

- Drawn by Bruce and Kelly.
- 6th prize (Roy's Towne Pub GC): *Bern Farrant*
- 5th prize (Whale's Tale family fun gift basket): *Karen Winnig*
- 4th prize (Coastal Black gift basket): *Kathy Calder*
- 3rd prize (Mt Washington GC): *James Lee*
- 2nd prize (Kingfisher): *Maylene Ginetz*
- 1st prize (12 yards of topsoil): *Clay Kacavenda*

PARENT FEEDBACK

- Perhaps we won't need a meeting in April as that is only 3 weeks away and 2 of those weeks will be spring break.
- Decision to cancel April meeting.
- Tara to reach out to Jen Tomlinson to advise her that the April meeting has been cancelled. If she needs help with any hospitality events, she can let us know directly or reach out via the facebook groups.

Meeting adjourned at 7:58 pm

Next Meeting on May 11th, 2021 at 6:30.