

**PHIL AND JENNIE GAGLARDI ACADEMY PAC**  
**MEETING MINUTES - Adopted**  
**Sept 14, 2021**

Meeting called to order at 6:37 pm

**OPENED IN PRAYER** by Kelly Hiller

**Attended by:**

Tara Moose, Secretary  
Madelein Smit, vice-president  
Kelly Hiller, president  
Tricia Dol, treasurer  
Jen Tomlinson, Hospitality Facilitator  
Ryan McCallum  
Janis McCallum  
Nic Lavertu  
Janneke Lavertu  
Ali Jannati  
Rachel Jannati  
Joey Hidber  
Teagan Hidber  
Joy Chan  
Darcy Loewen  
Kim Curtis  
Chelsea Morrison  
Bernedette Pitcher  
Lonnie Penner  
Caron Mulgrew

**PAC AGENDA AND MINUTES**

**MOTION:** *'To adopt the agenda for current meeting'*. Moved by Kim Curtis, seconded by Madelein Smit. All in favor: yes. Motion carried.

**MOTION:** *'To adopt the meeting minutes from June, 2021.'* Moved by Madelein Smit, seconded by Ryan McCallum. All in favor: yes. Motion carried.

**REPORT FROM DIRECTOR**

- Bernadette acts as a neutral party to ensure that the COVID protocols laid out by the ministry are enacted. Those protocols may not be added to or removed from.
- If there were to be a conflict between the protocols laid out by the ministry and any other source, the school must follow the protocols listed in the official document from the ministry.
- Schools are to follow these protocols to a “T”.
- In June of 2020, this document was considered ‘guidelines’. They are now actual rules and the school is not at liberty to make any changes.
- Parents who have concerns about the protocols are encouraged to reach out to the ministry.
- The PAC sent a letter to the Board to outline some concerns that had been brought forward to PAC from several parents.
- The initial communication emailed to the parent body at the beginning of the school year regarding COVID protocols was not meant to lean toward any particular side of COVID debates.
- Bernadette encourages parents to come into the school and make their own observations to determine if protocols are being correctly followed (as parents are now welcomed back into the school.)
- If parents observe any protocols not being followed, Bernadette asks that those parents bring their concerns forward to her to allow her to follow up.
- Four parents in our school community have requested mask exemptions (ie. Want to come into the building without wearing a mask.)
- There are only two reasons that a parent may be granted an exemption:
  1. Health
  2. Behavioural
- If a parent enters the school without a mask (an exemption) they are expected to physically distance, wash hands, etc.
- Approximately 18% of the student body are mask exempt.
- Bernadette has been personally following up with kids for following masking rules.
- Bernadette clarifies with students that having a mask exemption does not absolve them of their social responsibility to keep their community safe.
- Students that don’t wear masks are asked to maintain physical distancing.
- There are four teachers in the school that have mask exemptions for health reasons. Those teachers had to write out a formal safety plan which was submitted to the school through Lonnie and Bernadette to be vetted.
- There is a “rapid response team” that will come into the school when necessary and will make recommendations to the principal regarding additional changes to safety procedures that may be required.
- Floor is opened to the parent group for questions:
  1. What does the ministry document say about unmasked, unvaccinated teachers?

- Response: This is a loophole that the government has left open. School administration is not at liberty to even ask whether a teacher is vaccinated or not. Vaccinations are not required in the safety protocols document from the ministry.
  - The employer has a responsibility to the kids to make changes to the environment for unmasked teachers. E.g., plastic barriers, staying out of congested areas, bringing in a masked EA during coat and shoe time.
  - For those teachers with mask exemptions, their safety plans have been already drafted and enacted.
  - School administration is motivated to doing everything possible to keep the students safe without contradicting the ministry's safety document.
  - For those parents that have brought forward specific concerns, those concerns have been addressed already.
  - School administration appreciates all parent feedback and parent reports as parents often have information that administration might not be aware of.
2. Will parents be notified of any COVID outbreaks at our school?  
Response: We will be notified of any COVID outbreaks by the BCCDC (not by school administration).
  3. Update on the new playground?  
Response: The Board approved spending \$80 000 to build a new primary playground in the front of the school. It will be installed in November. An outdoor classroom will be constructed at the same time. The project is currently \$40 000 short, and we will be fundraising for that between now and December.
  4. Why were the room in the high school moved around?  
Response: The grade 7's are now being treated partially as part of the high school and can't be out in the portable. Since one high school class was being moved out to the portable, it made sense to move two.
  5. Truth and Reconciliation stat will be in effect on Sept. 30<sup>th</sup>.
  6. Any update on building the new parking lot (as mentioned in the June meeting minutes)?  
Response: The cost of building the new parking lot came in at \$750 000 which was significantly higher than the original budget of \$450 000. There has been pushback from the Town of Comox towards the permits required to build the new parking lot and its access. Gary Renkima (board member) has suggested that we will do another attempt at the parking lot in the spring of 2022.

## **REPORTS**

### **PAC parent survey results summary**

- 53 parents completed the survey out of 121 families.
- Information about hot lunch used to remove some vendors.
- Some responses about programs offered through the school (e.g swimming)
- Meeting times were surveyed. Evening meeting times seems to be the most popular but other times may be planned as well to accommodate other parents.

### **Hot Lunch (Joy Chan)**

- Orders were opened last Friday and remain open until this Friday at 3pm.
- Some vendors were suggested on the survey (sushi and Pickled Carrot) and Joy has reached out to these vendors to investigate.
- COVID safety plan was created last year and remains in place this year.
- Mask exemptions will not be allowed for those parent volunteers helping with hot lunch.
- Gennelle has volunteered to help with all of the Sept/Oct hot lunches to get new volunteers trained.

### **Used Clothing Sales**

- > \$400 was made at the new family sale
- Next sale will be Nov. 19.

### **Hospitality (Jen Tomlinson)**

- New volunteers signed up to help Jen already this year.
- Pastor appreciation event remains on the school calendar.
- Jen would like another volunteer to help run the hospitality committee. She has spoken to Maylene G who is considering taking this on but has not committed.

### **Fund Raising Committee (Kelly Hiller)**

- A proposed schedule of fundraisers for the year was provided to all in attendance.
- Papa Murphy's fundraiser still needs a coordinator. It's an easy fundraiser. Kelly has already prepared handouts with proposed dates (around report card time). Last year we did it twice and made \$600. If you are interested in running this fundraiser, please see Kelly. All ordering is completed on the hot lunch website.
- Joey Hidber presents on the Thrifty's Smile card program. The program has changed this year. The new program would involve preordering the cards in bulk. The larger the order the bigger the kickback to the school. Proposed Oct. 29<sup>th</sup> due date for orders and pick up cards on Nov. 8<sup>th</sup>. In the past we had to say what we were buying with the money raised and provide a report to Thrifty's but the new program doesn't require this.
- There is no expiry on the cards.

- Likely parents would write a cheque to the PAC for the value of their smile cards and then PAC could write a cheque to Thrifty's for the value of the cards minus the kickback to the PAC.
- Vessey's Bulbs fundraiser has been cancelled.
- Turkey fundraiser through Gunter's will not be possible due to a turkey shortage.
- Tara M. to reach out to Tara L regarding a potential Coastal Black Blueberries fundraiser.
- We can do either a Purdy's chocolate fundraiser or a Rocky Mountain Chocolate fundraiser.
- Purdy's is a bigger company and can offer a bigger reward. (50%)
- When would be a good time to run a chocolate sale? Skating club does a chocolate fundraiser at Easter. Decision to hold ours at Christmas alongside a poinsettia fundraiser. Kim C. will run this fundraiser.
- Rebecca D. has offered to run the Card Project with Mrs. Marshall in the spring.
- Question about Mabel's Labels. Yes, we still have an account and we got \$56 from this fundraiser last year. We could publicize this more.

### **Treasurers Report (Patricia Dol)**

Regular bank account balance is: \$14, 263.98  
 Less Grad: \$0  
 BALANCE: \$14, 263.98

Gaming bank account balance is: \$ 5,114.55 as of August 31, 2021

#### *Budget: 2020-2021*

Attached is the Adopted PAC Budget for the 2020-2021 year so PAC can see how the year finished off.

#### *PAC Bursary*

Elianna Dyble was last year's recipient for the annual PAC bursary in the amount of \$500.00. These funds are set aside for when Elianna claims it.

#### *Applications/Filings*

- The Society Annual Report was filed on July 7<sup>th</sup>.
- The BC Gaming Report was filed on July 9<sup>th</sup>.

#### *BC GAMING GRANT – 2021-2022*

Has been applied for we should hear sometime in October.

- Tricia has applied for the BC gaming grant. This is typically about \$4600.

- We received a thank you letter from the grad class last year for PAC's additional contribution to their costs last June. Card signed by all the grads.
- Budget meeting will happen for PAC executive before the next general PAC meeting so that this year's budget can be presented at the next meeting.
- 2020/2021 Budget in appendix.

## **OLD BUSINESS**

### **Volunteer hours**

- Ty Cook has started a FB page for all those interested in helping with handiwork around the school.

## **NEW BUSINESS**

1. Classroom parent: Idea has come forward to have a PAC representative for each classroom. In taking this position, this person would satisfy the yearly volunteer requirements. Responsibilities would include liaising/communicating between the PAC and each individual classroom parent group.

2. **Signatories:**

**Motion:** To remove Tammi Dyble as a signatory on the PAC CCCU bank account. Moved by Janneke Lavertu. Seconded by Jen Tomlinson. All in favor: yes. Motion passed. Tammi Dyble is no longer a signatory on the Gaglardi Academy PAC CCCU bank account.

**Motion:** To add Madelein Smit as signatory on the PAC CCCU bank account. Moved by Jen Tomlinson. Seconded by Ali Jannati. All in favor: yes. Motion passed. Madelein Smit will now be a signatory on the Gaglardi Academy PAC CCCU bank account upon completion of necessary paperwork.

**Motion:** To add Melissa Taylor as signatory on the PAC CCCU bank account. Moved by Madelein Smit. Seconded by Jen Tomlinson. All in favor: yes. Motion passed. Melissa Taylor will now be a signatory on the Gaglardi Academy PAC CCCU bank account upon completion of necessary paperwork.

## PARENT FEEDBACK

- none

Meeting adjourned at 8:01 pm

Next Meeting on October 12, 2021

## APPENDIX

### 2020/2021 Budget

2020-2021 Adopted PAC Budget		
Revenue		
	Budget	Actual
<b>Non-Gaming Revenue:</b>		
Carry forward		
Hot Lunch	15,000.00	19,796.08
Used Uniform Sales	1,300.00	1,287.13
Mabel's Label	-	36.31
Poinsetta Fundraiser	700.00	664.61
Gunter's Meats	600.00	489.60
Cookie Dough/snack sales	1,000.00	1,020.00
Donebions		150.00
Papa Murphys	-	600.00
Thrifty's smile cards	1,500.00	387.54
<b>Non-Gaming Subtotal</b>	<b>20,100.00</b>	<b>24,391.47</b>
<b>Gaming Revenue:</b>		
Carry forward from prior year		377.20
PAC Grant	4,660.00	4,660.00
Raffle Proceeds	3,500.00	2,710.00
<b>Gaming Subtotal</b>	<b>8,160.00</b>	<b>7,747.20</b>
<b>TOTAL REVENUE</b>	<b>28,260.00</b>	<b>32,138.67</b>
<b>Expenses</b>		
	Budget	Actual
<b>Non-Gaming Expenses:</b>		
<b>Hospitality</b>		
Pastors Lunch	-	-
Christmas Concert	-	-
Teachers Luncheon (2)	1,400.00	1,198.33
Spring break BBQ	-	-
Try-us-on-for-a-day	-	-
Grad Reception	500.00	500.00
End of Year Neighbourhood	100.00	56.00
Welcome back signs	75.00	75.00
Sports Day	0	-
<b>Hospitality - Subtotal</b>	<b>2,075.00</b>	<b>1,829.33</b>
Hot Lunch expenses	10,500.00	15,050.11
Child-in-need program	500.00	73.10
Thrifty's Smile Card Program	1,500.00	267.54
Classroom Purchases	-	-
Playground Funds	7,500.00	7,500.00
Missions Contributions	500.00	500.00
PAC Expenses*	250.00	115.00
<b>Non-Gaming Expenses Subtotal</b>	<b>22,825.00</b>	<b>25,335.08</b>
<b>Gaming Expenses:</b>		
Annual PAC - Grad Bursary	500.00	500.00
Awards night	2,500.00	2,500.00
Extracurricular activities - sports/clubs	-	-
Raffle license/prizes/Draw expenses	255.00	263.95
Field Trip Transportation	750.00	750.00
Sports Team Jerseys	-	-
Playground Funds	2,240.00	2,240.00
<b>Gaming Expenses Subtotal</b>	<b>6,245.00</b>	<b>6,253.95</b>
<b>TOTAL EXPENSES</b>	<b>29,070.00</b>	<b>31,591.03</b>
Proceeds to carry forward to 2020-21		
	BUDGET	Actual*
Non-gaming funds	-	943.61
Gaming funds	1,915.00	1,481.25

\*includes money carried forward

\* PAC Expenses:

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