

Dr. Thomas A. Swift Elementary PAC Meeting

PAC Email: taswiftpac@gmail.com

E-transfers: swiftpacfunds@gmail.com

Hot Lunch: swifthotlunch@gmail.com

Fundraising: taswiffundraising@gmail.com

Date: May 23, 2024

Location: Library

Minutes taken by: Jessica Friesen

Call To Order

~ Meeting called to order at 7:11pm by Tasha Mash

Attendance

~ Shannon Kenney (Principal), Tasha Mash, Melissa Tanner, Jessica Friesen, Keri Buxton, Michelle Jones, Jennifer Russell, Michelle Gallant, Sarah Morrison, Keegan Norris, Jocelyn Ginther, Alaina Pittman

Introductions & What Is PAC

~ Introduce the Executive team for the 2023/2024 year

Tasha Mash – President

Melissa Tanner – Vice President

Jessica Friesen – Secretary

Stefanie Friend – Treasurer

~ PAC is the parent community of Swift. We work closely with admin and the staff to support and encourage and provide assistance to enhance the quality of the education and well being of the students and to enhance communication between the parents, students and the staff.

Approval Of Previous Meeting Minutes

~ Motion to Adopt the April 11, 2024 PAC meeting minutes:

Motioned: Michelle Jones

Seconded: Melissa Tanner

Principals Report – Shannon Kenney

~ **Land Acknowledgment:**

Éy swáyel. We acknowledge that Abbotsford School District is located on the traditional and unceded territory the Semá:th and Mathxwí First Nation. With this, we respect the longstanding relationships that Indigenous Nations have to this land, as they are the original caretakers.

~ **Commitment:**

We acknowledge historical and ongoing injustices that Indigenous Peoples endure in Canada, and we accept responsibility as a public educational institution to contribute toward revealing and correcting miseducation as well as renewing respectful relationships with Indigenous communities through our teaching and community engagement.

~ Any parents interested in volunteering must complete a Criminal Record Check (this is done through the School Board Office) and a Volunteer Application (this is done through school). All information is on the website. This must be completed before you can volunteer in any capacity at school/field trips. We will be including this information in Kindergarten info packs in the summer.

~ Many Year End events are being planned:

~ Sports Day – June 14th – unless specifically asked by teachers, parents are invited to watch sports day from the blacktop – some classes may ask for a couple volunteers, but that will be the exception not the norm.

~ Field trips – are happening – keep an eye on your School Cash account! There are many!

~ Recognition Assembly and Year End Assembly will be held – Gr. 5 parents and parents of students receiving a year end award will be invited.

~ Planning for next year is well underway –

~ We are comfortably sitting at 15 Divisions. Based on changes in the housing market – creating class lists in June to have them ready **before** school starts will not be possible...that is just a reality

~ Staffing is just beginning – some changes will be happening

~ Mrs. Yost has moved so her position is now posted

~ Mrs. Crocker and Mrs. Brennan are both retiring so their positions are also posted

~ Teaching assignments (exact grades) will not be finalized until September based on enrollment

~ I will be away for the month of June on a medical leave – Nic Cochrane will be here in my absence

Treasurers Report – Tasha Mash for Stefanie Friend (absent)

~ REGULAR ACCOUNT

Previous Account Balance	\$11,084.42	
Cheques Written	\$154.56	Reimbursement for Square Readers
	\$1,522.43	Hot lunch (Red Robin)
	\$167.82	Saputo (April)
	\$56.92	Reimbursement to Michelle (hot choc. supplies)
Deposits	\$ 4,530.80	Current Fundraisers/Hot Lunch
Regular Account Balance	\$ 13,713.49	

~ GAMING ACCOUNT

Previous Account Balance	\$ 3,501.34	
Cheques Written	\$ 3,000.00	Heidi Karlsson payment
Deposits	\$ 0.00	
Gaming Account Balance	\$ 501.34	

~ The gaming grant for next year will be applied for before the deadline of June 30th

Fundraising Report – Michelle Jones

~ **Hot chocolate sale** (end of April): We made a profit of \$128.38

~ **Freezie sale** (May 9th): We made a profit of \$161.27. We're hoping to do 1 or 2 more depending on weather

~ **Panago**: Sold all 200 coupons and made \$800 in profit

~ **Coupon books** (September 2024): These were discussed as we need to confirm that now. We agree to go ahead. Order forms will go out once students are assigned permanent classes in September.

~ **Art cards:**

~ Profit of \$1533.30 (made about \$400 more than last year when done for Christmas)

~ Feedback that the previous company (Art Cards by Kids) was preferred (format was easier, the originals didn't have to be sent home and returned), and that people liked doing it in the spring.

~ Further follow up will be done on ordering options, as people did seem to like the greater variety of items that could be ordered through Created By Kids this year.

~ **Mabels Labels – Ongoing fundraiser**

~ mabelslabels.ca - select "support a fundraiser", select "Swift" – PAC gets 20% on every order!

~ **Bottle Depot – Ongoing fundraiser**

~ This is an ongoing fundraiser at any Return It location. Bring in your blue bags of empties, enter the schools phone number 604-853-7730 into the self serve kiosk, select how many bags you have, print the labels, stick them to the bag and drop them in the bin. The Return It staff will sort and count your items and the money automatically goes into the schools PAC account.

~ Cobbs Bread Gladwin location – Ongoing fundraiser

~ Cobbs will donate a portion of your purchase back to the school PAC and all you have to do is mention that you are with Thomas Swift Elementary.

~Please remember that if you are sending an etransfer to pay for any fundraiser, please ensure you note your child's full name and what the funds are for. If sending for multiple items, please itemize amounts and items.

~If you are sending payments via cash, please send exact amounts.

Hot Lunch Report – Keri Buxton

~ Ricky's hot lunch is tomorrow (May 24th)

~ Hot Lunches below are ready for order on the HotLunches.net website.

~ Panago (June 14th)

~ Making on average \$100 per hot lunch. Currently at about \$700 in profit

~ Suggested focusing on maybe 3 vendors instead of a different one for every hot lunch based on feedback

~ If paying by etransfer, please remember to send your payment at the same time you submit your order. We don't have time to chase parents for payments and your child's order will be cancelled if payment is not made by the cut off date.

~ Volunteers are always needed on hot lunch days to distribute the food items to each student's desk. If you have completed your criminal record check and your annual volunteer forms, please sign in, grab a "Parent Volunteer" sticker and meet in the PAC kitchen at 11:30am on hot lunch days.

~ Please signup for a hot lunch account if you have not already done so. We use this platform for hot lunch orders, fundraiser, carnival ticket sales and PAC provided lunches in June. A new account must be made every year for each student. Please visit thomasswift.hotlunches.net and use the access code **TAS**

DPAC Report – Tasha Mash for Amy Mackenzie (absent)

Summary of April 2024 DPAC meeting:

~ Presentation from Secretary Treasurer Ray Velestuk:

~ Boards of Education must submit a 5-year capital plan by June 30th

~ discussed importance of a long-range facilities plan for district-wide capital planning, including seismic mitigation, school expansion, etc.

~ increasing demand for space with the school district at 101% total capacity, additional portables are \$150-200k

~ our total budget is \$250M with \$220M allocated for operating grants and ~\$20M for classroom enhancement

~ at the request of the board, principals will have a meeting with their PAC about budget, most budget decisions to be made by end of May

~ Principal's comments: Shannon shared that we get our operating grant based on student numbers on September 30, and do not receive further funding for new students except for ELL students with refugee status who come in before February 15th. Too offset increased costs as new students move in, funds need to be pulled from elsewhere.

~ 68% of district budget goes straight to the schools, 17% goes to centralizes services (helping teachers, ELL department, etc.), 3% to district business services, and 12% to operations and transportation

~ Other Topics:

- ~ Thank you for submitting 100% proxy forms for the district for the BCCPAC meeting!
- ~ BC gaming application open until June 30th for 2024/2025 funding, should receive Confirmation of Application receipt
- ~ DPAC board to be elected at May 23rd AGM (7:00pm at the School Board Office)
- ~ reminder to elect a DPAC Representative when electing PAC executive, changes should be sent via email promptly to DPAC

~ Next DPAC meeting is May 23rd, 2024

Staff Appreciation – Jennifer Russell

- ~ Staff appreciation lunch was on May 15th. Came in under budget - around \$250.
- ~ Budget for the year was around \$800 for all appreciation events, but came in under budget

New Business

- ~ As per our new Constitution and bylaws, all executive and representative positions are 1 year terms and are up for election at the AGM.
- ~ Tasha Mash is the nominating committee coordinator as she will not be running for President next year. Nominations closed on May 22nd.
- ~ **Elected executives for the 2024-2025 school year:**
 - ~ President: Keri Buxton
 - ~ Vice President: Melissa Tanner
 - ~ Treasurer: Stefanie Friend
 - ~ Secretary: Jessica Friesen
- ~ **Representative appointments for the 2024-2025 school year:**
 - ~ Fundraising: Michelle Jones and Jennifer Russell
 - ~ Staff appreciation: Tasha Mash
 - ~ DPAC: Amy MacKenzie
 - ~ Christmas Fun Day: Melissa Tanner
 - ~ Hot Lunch: Unfilled
 - ~ Carnival: Unfilled
- ~ **Popsicles:** PAC will be providing students with popsicles on the first day of summer (June 20th). Teachers will hand them out at the end of the day.
- ~ **School spirit budget:** There will be a little bit of leftover of money in the school spirit budget. We discussed possible options for the end of the year but decided it was best to come in a bit under budget this year.
- ~ **High jump event (Gr. 4 & 5):** information will come home for the students who qualify for the event
- ~ **Swift wear:** Order has been placed for all shirts for new students in September. We also have a box of sample sized shirts, hoodies, etc. that our vendor agreed to put our logo on at a discounted rate. They will be made available for sale at a couple of school events next year.
- ~ **Sports Day:** Individual teachers assign their students their team colours. Volunteer form will likely come out June . PAC will be providing a freezie station, as well as a granola bar and juice box for a snack and pizza for lunch
- ~ **Carnival:**
 - ~ We are planning a raffle, 50/50, loonie toss, and other selling stations including food trucks and concession.
 - ~ Biggest current need is volunteers! We still need a lot of volunteers to sign up for a shift in order for things to run.
 - ~ We voted on an \$8000 budget, and it currently looks like we will be under budget
 - ~ Cut off date for discounted wristbands is Friday, May 31st. If you haven't ordered by this date, you will need to pay the full rate at the carnival.
- ~ Reminder to please send all your questions to the appropriate PAC email. Please do not personally message PAC execs or reps.

~ Reminder when sending e-transfers to please include your child(s) name(s), and a breakdown of what the funds are for. ie/ Jane Smith \$35.00 Swift Wear, \$15.00 Coupon Book, \$5.50 Dominos, \$8.50 Subway, \$8.50 White Spot.

Dates Of Note

~ May 24 th , 2024	Hot Lunch (Ricky's)
~ May 28 th /29 th , 2024	High jump event (Grade 4s and 5s)
~ May 31 st , 2024	Cut off date for presale pricing for Carnival
~ June 3 rd , 2024	Fruit and veg day
~ June 4 th , 2024	District track meet
~ June 7 th , 2024	Carnival
~ June 14 th , 2024	Sports Day (Rainbow day) Hot lunch (Panago – PAC paid) PAC provides recess snack
~ June 27 th , 2024	Last day of school Report cards home

Next Meeting & Adjournment

- ~ Draw Prize – \$15 Starbucks card – Jennifer Russell
- ~ Meeting adjourned at 8:53 pm
- ~ This was our last meeting for this school year. The next PAC meeting will be in September 2024.