

**Frances Kelsey Secondary School**  
**Parent Advisory Council Regular Meeting**  
**October 27, 2020 @ 7:00 pm (via Zoom)**

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**IN ATTENDANCE:** Erin Egeland (Treasurer), Tanya Friese (President), Elaine Hamilton, Sally Hanson, Lizzi Johnson (Social Media), Taryn Johnson, Anne Pimenta (Secretary), Jan Tew.

**NON-VOTING**

Jeff Rowan (School Principal)  
July Faye Parker (Vice-Principal)

**ABSENT**

Amanda Kauffman (Vice-President)

**Call to Order 7:05 pm**

**1. ADOPTION OF AGENDA**

- **Motioned to approve Agenda made by Erin, 2<sup>nd</sup> by Lizzie – Carried.**

**2. APPROVAL OF PREVIOUS MUNUTES**

- **Motion to approve September 29, 2020 Minutes made by Erin, 2<sup>nd</sup> by Lizzi - Carried.**

**3. SECRETARY'S CORRESPONDENCE**

- Nothing to report.

**4. TREASURER'S REPORT (Reported by Erin Egeland)**

- **Shared Balance Sheet as of July 31, 2020 (See Attachment)**  
No expenditure this year yet.  
Gaming Grant has been deposited
- **Shared Profit & Loss August 1<sup>st</sup> through October 27, 2020 (See Attachment)**

**5. PRINCIPAL'S / VICE PRINCIPAL'S REPORTS AND FUNDING REQUESTS**

- Students responding well in 1<sup>st</sup> quarter with new system and protocols
- 1<sup>st</sup> quarter ends November 13.
- Some clubs starting up
- Grade 8 electives are complete
- Grade 8's and 9's are switching to Standard Base Assessment grading. (i.e. emerging/developing/exceeding. Moving away from letter grade – Provincial initiated.
- HCE8, HCE9, CLE10, LEAD11, CLC12 – all are being done via seminar and work time.

## **FUNDING REQUESTS:**

### **1. School Sign**

Jeff checked with Ministry of Transportation and got the ok to have an electronic sign. One quote – Houston Signs \$38,000.

PAC's thoughts – cost more than thought it would be, shop around, refurbish existing. **More discussion needed.**

### **2. FKSS – App to replace current Agenda Books \$3,700.00 is the cost (\$3.00 per student)**

Getting the App is in the works, currently using Student Activity Fees to pay. The current Agenda has many errors in it. Downloading the App gives many options for use, there is a chat function. **Tabled until the end of the year**

### **3. FKSS T-Shirts with new logo for all students cost \$3,900 + tax have been ordered and will arrive in a few weeks.**

**Motion to pay for FKSS T-Shirts for all students in the amount of \$4,200 made by Elaine, 2<sup>nd</sup> by Jan – Carried.**

### **4. Emergency Preparedness – asking \$1,300**

Needs to be replenished. Pac agreed to the amount of \$2,000

**Motion to give \$2,000 to replenish the Emergency Preparedness supplies made by Taryn, 2<sup>nd</sup> by Jan – Carried**

### **5. Lunch Program \$1,500**

**Motion to give \$1,500 toward the Lunch Program made by Taryn, 2<sup>nd</sup> by Lizzi - Carried**

### **6. South Cowichan Alumni Bus - \$5,000 for maintenance.**

**Motion to give \$5,000 for the South Cowichan Alumni Bus made by Jan, 2<sup>nd</sup> by Lizzi - Carried**

### **7. Photography Class, teacher Brian Tattam requesting \$2,682.40 to buy 5 cameras.**

The cameras will go towards taking pictures for the year book and pics for the website.

**Motion to give \$2,682.40 to Photography class for new cameras made by Erin, 2<sup>nd</sup> by Elaine – Carried.**

## **6. D-PAC REPORT (Lizzi Reported)**

- Discussion was made about Cowichan Secondary's new building
- Quamichan York St. – homeless people. Safety of the kids
- IEP Committee (this is being questioned if it will be called a committee) is a new support program set up to help parents buddy up to support each other. Lizzi offered to be FKSS's IEP contact.

## **7. OLD BUSINESS**

- Nothing to Report

**8. NEW BUSINESS**

- **.Discuss replacing old manual sign on Shawnigan Mill Bay Road with new digital sign.**
  - Questions around the quote from Houston Signs in the amount of \$38,000– need more quotes
  - How many people will see the sign

**Tabled until the end of the financial books**

- 9. Next Meeting Date: AGM MEETING**  
**Tuesday, November 24, 2020 @ 7:00 pm (VIA ZOOM)**

- 10. Meeting adjourned at 8:05 pm**

Submitted by Anne Pimenta, FKPAC Secretary

**Frances Kelsey School Parent Advisory Council**  
**Profit & Loss**  
**August 1 through October 27, 2020**

	<u>Aug 1 - Oct 27, 20</u>
Income	
4005 - Gaming Revenue - Direct Access	19,220.00
Total Income	<u>19,220.00</u>
Expense	
6015 - Bank charges	7.00
6025 - Bursaries	1,500.00
Total Expense	<u>1,507.00</u>
Net Income	<u><u>17,713.00</u></u>

**Frances Kelsey School Parent Advisory Council**  
**Balance Sheet**  
**As of October 27, 2020**

	Oct 27, 20
<b>ASSETS</b>	
Current Assets	
Chequing/Savings	12,585.55
1000 - Island Savings	45,582.10
1005 - Island Savings - Gaming	
Total Chequing/Savings	58,167.65
Other Current Assets	10.00
1007 - Shares - Island Savings	
Total Other Current Assets	10.00
Total Current Assets	58,177.65
<b>TOTAL ASSETS</b>	<b>58,177.65</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Long Term Liabilities	
2500 - Authorized Expend (Gaming)	2,550.00
2500.20 - Bursary/Merit	10,500.00
2500.50 - Community Fitness Path	500.00
2500.70 - SC Van Society	
Total 2500 - Authorized Expend (Gaming)	13,550.00
2501 - Authorized Expen-Discretionary	
2501.10 - Fruit & Veggie Program	701.41
Total 2501 - Authorized Expen-Discretionary	701.41
2502 - Gaming Funds Owed to Dry Grad	-87.97
Total Long Term Liabilities	14,163.44
Total Liabilities	14,163.44
Equity	
3500 - Reserve for Auth. Expenditures	-14,351.41
3900 - Retained Earnings	40,652.62
Net Income	17,713.00
Total Equity	44,014.21
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>58,177.65</b>