

Frances Kelsey Secondary School
Parent Advisory Council Regular Meeting
September 29, 2020 @ 7:00 pm (via Zoom)

IN ATTENDANCE: Erin Egeland (Treasurer), Tanya Friese (President), Lizzi Johnson (Social Media), Anne Pimenta (Secretary)

NON-VOTING

Jeff Rowan (School Principal)
Alison Keple (Vice-Principal)

ABSENT

Amanda Kauffman (Vice-President)

Call to Order 7:05 pm

1. ADOPTION OF AGENDA

- **Motioned to approve Agenda with number change to add # 2 to be Approval of Previous Minutes (that was missed from Agenda) made by Tanya, 2nd by Erin–carried.**

2. APPROVAL OF PREVIOUS MUNUTES

- **Motion to approve February 12, 2020 Minutes made by Erin, 2nd by Tanya - Carried.**

3. SECRETARY’S CORRESPONDENCE

- Nothing to report.

4. TREASURER’S REPORT (Reported by Erin Egeland)

- Gaming Grant was submitted, funds not in yet.

Financial Report shared (please see attached), there is an extra amount this year due to less student activity fees.

Ideas on best ways to support our students and the admin with PAC Funds:

- **Fruit and Veggies program** – It was noted that Nourish Cowichan has been supplying snacks and it was felt it isn’t needed at this time.
- **Money for the Van** - it was suggested to add extra this year as there is a surplus of funds.
- **Support Teachers** – Administration will put it out to teachers that there is PAC funds available to help with class projects
- **Bursaries** – expand.
- **Resurface the PATH (path around perimeter of the school, 1km)** – add to existing funds.
- **Spirit wear** – consider t-shirts for students this year.

- **Electronic sign** – sign that borders the road and FKSS drive way to be changed to electronic, safety is one concern as it is dangerous to go up high to change the lettering.

There may be rules regarding having an electronic sign on the edge of the road. **Jeff will check with Mill Bay Municipality.**

- **Contribute to re-design project.**
- **Donate to Nourish Cowichan at the end of the year.**

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

- Welcome Alison Keple, Vice Principal – new to Frances Kelsey this school year.
- Opening up with COVID-19 new procedures went well, better than anticipated.
- Masks to be worn in hallways, not expected outside.
- District and VIHA prepared flow charts for possible positive virus detected in school – district has eight new health officials to do screening.
- Enrollment down between 40-50 students.
- Approached Grads about scholarships/bursaries.
- Grad ceremony will look the same as last June during COVID-19.
- Sept. 30th will be first Student Parliament meeting.
- Grad Student Counsel to meet next week.
- Dome and Library looks great with the new furniture.

6. D-PAC REPORT (Lizzi Reported)

- Nothing to report at this time.

7. OLD BUSINESS

- **Update on Dome Design & 21st Century Learning Spaces Grant (Erin & Jennifer) (Jennifer absent)**
 - Doesn't look like we are getting the 21st Century Learning Spaces Grant.

8. NEW BUSINESS

9. Next Meeting Date:

Tuesday, Oct 27, 2020 @ 7:00 pm (Via Zoom), AGM @ 8:00 pm (via Zoom)

10. Meeting adjourned at 7:55 pm

Submitted by Anne Pimenta, FK PAC Secretary

Frances Kelsey School Parent Advisory Council
Balance Sheet
As of July 31, 2020

	Jul 31, 20
ASSETS	
Current Assets	
Chequing/Savings	
1000 - Island Savings	12,585.55
1005 - Island Savings - Gaming	27,869.10
Total Chequing/Savings	40,454.65
Other Current Assets	
1007 - Shares - Island Savings	10.00
Total Other Current Assets	10.00
Total Current Assets	40,464.65
TOTAL ASSETS	40,464.65
LIABILITIES & EQUITY	
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	13,550.00
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	29,420.15
Net Income	11,232.47
Total Equity	26,301.21
TOTAL LIABILITIES & EQUITY	40,464.65

Frances Kelsey School Parent Advisory Council
Profit & Loss
August 2019 through July 2020

	Aug '19 - Jul 20
Income	
4002 · Bingo affiliation - discr.	6,000.00
4005 · Gaming Revenue - Direct Access	18,860.00
4010 · Interest income	1.81
4020 · External Donations	1,500.00
Total Income	26,361.81
Expense	
6015 · Bank charges	67.00
6023 · Breakfast Program	1,500.00
6025 · Bursaries	
Marilyn Sandford Bursary	500.00
6025 · Bursaries - Other	3,300.00
Total 6025 · Bursaries	3,800.00
6027 · Bussing	
6029 · VAN - SCSSAS	3,000.00
Total 6027 · Bussing	3,000.00
6030 · Dry Grad/Grad Activities	680.00
6032 · Fruit & Veggies	734.84
6035 · Guest Speakers/Presentations	700.00
6050 · Recognition awards	97.50
6055 · School Activities	900.00
6065 · School equipment	3,650.00
Total Expense	15,129.34
Net Income	11,232.47