

Frances Kelsey Secondary School
Parent Advisory Council Regular Meeting
January 19, 2021 @ 7pm – Via ZOOM

IN ATTENDANCE: Erin Egeland (Treasurer), Tanya Friese (President), Taryn Johnson, Anne Pimenta (Secretary), Cindy Youden

NON-VOTING

Jeff Rowan (Principal), Darren Hart (Vice-Principal)

ABSENT

Amanda Kauffman (Vice-President), Lizzi Johnson (Social Media),

Call to Order 7:06 pm

1. ADOPTION OF AGENDA

Motioned to approve Agenda made by Taryn, 2nd by Cindy – carried.

2. APPROVAL OF PREVIOUS MINUTES

- Motion to approve November 24, 2020 Minutes made by Cindy, 2nd by Erin - Carried.

3. SECRETARY'S CORRESPONDENCE

- Nothing to report.

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

- **Submitted:**
 - Balance Sheet (Attached)
 - Profit & Loss (Attached)
 - Expenses by Vendor Summary (Attached)A payment is still to be made for the amount of \$2, 500 for COVID Safety support (approved in November 24, 2020 meeting)
- Working on cleaning up the books from previous years, hoping to have this done by February.
- Confirmed Bursary funds have been set aside.
- Confirmed funds set aside to re-gravel the track.
- No Bingo Dabber funds this year due to COVID.

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

- Jeff introduced Darren Hart the new FKSS Vice-Principal starting February 1, 2021. Allison Keple has taken a position as principal in the International School.
- Recent exposure of COVID-19 to some schools in the district, not at FKSS. Island Health have been managing the schools that have been affected and the feedback has been very positive.
 - Notification process:
 1. Notify Everyone – FYI only – no action required
 2. Notify everyone that was in the Cohort – monitor for symptoms

3. Notify anyone that had close exposure – 14 days of isolation

Attendance normally has an average of 10-12% away, last week absent was Monday 18%, Wed 27%, Friday 27%. This week it is between 10-25 % away still. The teachers have been accommodating the students away to finish up the quarter. If students choose to stay away from school completely, FKSS is unable to support them academically and they have to sign up for a different program, i.e. online courses

- Administration starting to plan the time table for next year. District not sure if it will still be a quarter system due to COVID, or back to the semester system. Administration will plan on a quarter time table with cohorts in mind. If turns to semester system students will have a chance to change out of a cohort. Mask will still be expected to be worn in September.
- FKSS Indigenous Support teacher will reach out to Indigenous students that haven't been attending classes due to COVID-19 to give extra support during this time.
- **FUNDING REQUEST:**
- Young Author's Conference - \$275
Every 2nd year students have an opportunity to submit their work to an author and get feedback. Entry fee is \$25.00 per student.
Motion to give \$275 to Young Author's Conference made by Erin, 2nd by Tanya – carried.
- Some teacher's class 4 driver's license need renewed- there is already \$500 set aside already.
- The Bus hasn't been used this year, still needing funds to do a maintenance check and pay for storage insurance. Funds set aside already.
- Dry Grad Fundraising not able to do too much this year due to COVID-19, it was suggested to consider giving Dry Grad a little extra this year. To revisit in April closer to when they will need extra funds.

6. **D-PAC REPORT (Lizzi absent)**

- No Report – Meeting is next week

7. **OLD BUSINESS**

- **Dome Furniture:**
 - Furniture has been ordered – not here yet.
 - Administration pointed out that the school doesn't function the same as it did before COVID-19 and there may be changes in the plan for the furniture.
 - Quiet Room has been fixed up and has been a great area for the need.
 - Dorothy Littau working on getting pictures of Dr. Kelsey put up, this is still in progress.
- Awards this year will be scaled down, with no active participation due to COVID.

8. **NEW BUSINESS**

- Nothing to Report.

9. **Next Meeting Date: Tuesday, February 23, 2021 @ 7 pm via ZOOM**

10. **Meeting adjourned at 7:40 pm**

Submitted by Anne Pimenta, FKPAC Secretary

Frances Kelsey School Parent Advisory Council
Balance Sheet
As of January 19, 2021

	<u>Jan 19, 21</u>
ASSETS	
Current Assets	
Chequing/Savings	
1000 - Island Savings	12,585.55
1005 - Island Savings - Gaming	29,176.70
Total Chequing/Savings	<u>41,762.25</u>
Other Current Assets	
1007 - Shares - Island Savings	10.00
Total Other Current Assets	<u>10.00</u>
Total Current Assets	<u>41,772.25</u>
TOTAL ASSETS	<u><u>41,772.25</u></u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
2500 - Authorized Expend (Gaming)	
2500.20 - Bursary/Merit	2,550.00
2500.50 - Community Fitness Path	10,500.00
2500.70 - \$C Van Society	500.00
Total 2500 - Authorized Expend (Gaming)	<u>13,550.00</u>
2501 - Authorized Expen-Discretionary	
2501.10 - Fruit & Veggie Program	701.41
Total 2501 - Authorized Expen-Discretionary	<u>701.41</u>
2502 - Gaming Funds Owed to Dry Grad	-87.97
Total Long Term Liabilities	<u>14,163.44</u>
Total Liabilities	<u>14,163.44</u>
Equity	
3500 - Reserve for Auth. Expenditures	-14,351.41
3900 - Retained Earnings	40,652.62
Net Income	1,307.60
Total Equity	<u>27,608.81</u>
TOTAL LIABILITIES & EQUITY	<u><u>41,772.25</u></u>

10:29 AM
01/19/21
Accrual Basis

Frances Kelsey School Parent Advisory Council
Profit & Loss
August 1, 2020 through January 19, 2021

	<u>Aug 1, '20 - Jan 19, 21</u>
Income	
4005 - Gaming Revenue - Direct Access	19,220.00
Total Income	<u>19,220.00</u>
Expense	
6015 - Bank charges	30.00
6025 - Bursaries	2,500.00
6027 - Bussing	
6029 - VAN - SCSSAS	5,000.00
Total 6027 - Bussing	<u>5,000.00</u>
6055 - School Activities	5,700.00
6065 - School equipment	
6083 - Technology	2,682.40
Total 6065 - School equipment	<u>2,682.40</u>
6080 - Supplies	2,000.00
Total Expense	<u>17,912.40</u>
Net Income	<u><u>1,307.60</u></u>

10:28 AM
01/19/21
Accrual Basis

Frances Kelsey School Parent Advisory Council
Expenses by Vendor Summary
August 1, 2020 through January 19, 2021

	<u>Aug 1, '20 - Jan 19, 21</u>
Abbie Erlksen	500.00
Frances Kelsey Secondary School	15,362.40
Lauren McCrae	500.00
Miranda Frtee	500.00
Paris Kreidel	500.00
Tyson fox	500.00
TOTAL	<u>17,862.40</u>