

Frances Kelsey Secondary School
Parent Advisory Council Regular Meeting
May 11, 2021 @ 7pm – Via ZOOM

IN ATTENDANCE: Erin Egeland (Treasurer), Tanya Friese (President), Jody Jacques, Lizzi Johnson (Social Media), Taryn Johnson, Amanda Kauffman (Vice-President) (arrived during item 7), Anne Pimenta (Secretary), Jennifer Thom, Cindy Youden,

NON-VOTING: Jeff Rowan (Principal)

Call to Order 7:06 pm

1. ADOPTION OF AGENDA

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

2. APPROVAL OF PREVIOUS MINUTES

Correction to Item # 5: Looking at putting out a survey to students for feedback on quarter system vs semester.

Change to: A questionnaire for students, parents and teachers for input on extracurricular activities, organization/structure of classes and indoor/outdoor teaching – learning spaces.

Motion to approve April 13, 2021 Minutes with the above noted change made by Jennifer, 2nd by Taryn - Carried.

3. SECRETARY'S CORRESPONDENCE

Nothing to report

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

There have not been many financial transactions over the past month as school activities remain at a minimum during the COVID public health advisories. There are, however, a few items to draw attention to and are provided below.

- The cash balance is stable and provides a solid resource for the next school year if no large expenditures arise before June 30, 2021.
- Net loss does not represent the cash flow – some cash payments related to previous year commitments (i.e., bursaries).
- Cheque #464 in the amount of \$3,275 remains outstanding (re: classroom COVID equipment, van licencing, Young Authors). Jeff, can you inquire about this to track its whereabouts?
- The BC gaming report is due June 30, 2021 that I will prepare and submit.

I am happy to answer any questions you may have.

- **Submitted:**

- Balance Sheet (Attached)
- Profit & Loss (Attached)

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

- Getting ready for Grad. Waiting to hear the COVID restrictions before making definite plans.
- Provincial Zoom with Jennifer Whiteside, BC's Minister of Education, future plans for education with a direction by the end of June.
- Grant money to be used for outdoor projects:
 - Korean Benches are being made around the school.
 - Inner court house concrete table with hole in the middle.
- Questionnaire for students, parents, teachers for input on extracurricular activities, organization/structure of classes and indoor/outdoor teaching – learning spaces, closes tonight at 11:59 pm.
- Will recognize tenured employees in June.
- Wait until September to see if any teams are needing uniforms.

FUNDING REQUEST:

No Request

6. D-PAC REPORT (Lizzi)

Was not able to attend last D-Pac meeting.

7. OLD BUSINESS

• Graphic Design (Jennifer & Erin reported)

Jennifer: Taryn has volunteered to be the liaison between FKSS and Malahat Nation. Canoe project is slow going due to COVID.

Erin: Still in progress working with Dr. Frances Kelsey's daughter to provided personal photos.

- Dorothy Littau is part of the Frances Kelsey Secondary Graphic Design Team, is an involved parent and volunteer at the schools attended by her three daughters, a member of the George Bonner PAC, a leader in Girl Guides of Canada, and an education assistant at Frances Kelsey Secondary. She was diagnosed in April with colon metastatic adenocarcinoma, which will require chemotherapy and dialysis to extend her life. FKSS PAC would like to support by donating 2 x \$50 lunch punch cards and \$50 towards the Go-Fund Me campaign set up.

Motion made to put \$150 towards lunch punch cards and the GO-FUND ME campaign for Dorothy Littau made by Lizzi 2nd by Jennifer – Carried.

8. NEW BUSINESS

- Pac info on school website not accurate, Tanya will send updates.

9. Next Meeting Date: Tuesday, June 8, 2021 @ 7 pm via ZOOM

10. Meeting adjourned at 7:41 pm

Submitted by Anne Pimenta, FKPAC Secretary

7:35 AM
05/09/21
Accrual Basis

Frances Kelsey School Parent Advisory Council
Balance Sheet
As of May 9, 2021

	<u>May 9, 21</u>
ASSETS	
Current Assets	
Chequing/Savings	
1000 - Island Savings	12,477.58
1005 - Island Savings - Gaming	16,318.08
Total Chequing/Savings	<u>28,795.66</u>
Other Current Assets	
1007 - Shares - Island Savings	10.00
Total Other Current Assets	<u>10.00</u>
Total Current Assets	<u>28,805.66</u>
TOTAL ASSETS	<u><u>28,805.66</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Dome Furn & Interior Graphics	5,309.38
Total Other Current Liabilities	<u>5,309.38</u>
Total Current Liabilities	5,309.38
Long Term Liabilities	
2500 - Authorized Expend (Gaming)	
2500.20 - Bursary/Merit	2,550.00
2500.50 - Community Fitness Path	10,500.00
Total 2500 - Authorized Expend (Gaming)	<u>13,050.00</u>
2502 - Gaming Funds Owed to Dry Grad	-87.97
Total Long Term Liabilities	<u>12,962.03</u>
Total Liabilities	18,271.41
Equity	
3500 - Reserve for Auth. Expenditures	-18,459.38
3900 - Retained Earnings	40,652.62
Net Income	-11,658.99
Total Equity	<u>10,534.25</u>
TOTAL LIABILITIES & EQUITY	<u><u>28,805.66</u></u>

7:35 AM

05/09/21

Accrual Basis

Frances Kelsey School Parent Advisory Council
Profit & Loss

August 2020 through April 2021

	<u>Aug '20 - Apr 21</u>
Income	
4005 - Gaming Revenue - Direct Access	19,220.00
Total Income	<u>19,220.00</u>
Expense	
6015 - Bank charges	165.97
6025 - Bursaries	2,500.00
6027 - Bussing	
6029 - VAN - SCSSAS	5,525.00
Total 6027 - Bussing	<u>5,525.00</u>
6030 - Dry Grad/Grad Activities	1,500.00
6050 - Recognition awards	3,365.00
6055 - School Activities	5,950.00
6065 - School equipment	
6083 - Technology	2,682.40
6065 - School equipment - Other	4,690.62
Total 6065 - School equipment	<u>7,373.02</u>
6080 - Supplies	4,500.00
Total Expense	<u>30,878.99</u>
Net Income	<u><u>-11,658.99</u></u>