

**Lord Tennyson Elementary School  
PAC Executive Meeting  
May 16th, 2022  
via Zoom**

Meeting called to order at 6:07pm

Meeting is being recorded on zoom

**Attendees:** Tai Scott, Julia Lemieux, Jacqueline Crummey, Kateryna McNicol, Bruce Sallee, Barbara Arenson, Trish Mahoney, Brenna Fraser

**Meeting agenda approved by unanimous consent**

**Previous meeting minutes (April 11th, 2022) approved by unanimous consent**

**Munchalunch**

- Invoice for Munchalunch for \$350 is due
- Should we keep Munchalunch or research another platform for this?
- Feedback can be sent directly to Munchalunch and they will review
- Suggestion to ask other PACs what they use and if they have feedback about Munchalunch
- Possibility to ask for volunteer to look into other platform options

**Treasurer's Report**

- Expenses are coming in, working on budget for next year
- Major expenditures so far- stationary bike, greening expenses for gardening
- Application for next year's gaming grant has been received, these funds can only be used to fund certain PAC activities and non curricular costs (sports, purchasing something for the school), amount given is based on enrollment, \$20 per student, there is also a separate capital grant for capital projects
- Looking for new treasurer- Brenna has one more year, would be good for new treasurer to start in fall the to have a transition year before taking over

**Funding Request**

**Request from M. Carrier for a refund of \$56.96 for gardening supplies, screws and clamps for fixing nets and a rhubarb plant for the garden, approved by unanimous consent. This amount will come out of the discretionary line.**

- Waiting on garden design to be approved before approving or making any more garden related expenses
- Currently over budget on the greening line, remaining greening expenses to come out of the discretionary line but will be recorded as a greening cost for accounting purposes, this will allow future years to see how much was actually spent from the greening line and be able to budget accordingly

### **Budget Discussion**

- \$70,000 in Quebec 2020-2021 returned to PAC
- \$8000 allocated to score board
- New line items added to budget to work through covid, difficulty spending money because of covid restrictions, last year's budget was not all spent, surplus has been accumulated over last few years
- The amount of money that PAC holds as buffer for PAC budget and for the loan to Munchalunch that we start out each year with was not previously part of the operating budget, this buffer amount should be listed and be transparent
- \$165,904.40 available, \$18,000 left unspent in school budget, talked about buying 30 pads (cost is \$23,000 after tax, will get tax back later), can we use any unspent funds in any lines and allocate towards ipads? This would be augmented with \$5,500 from Quebec 2021 funds held in PAC bank account, outside of budget and be voted on at the General Meeting. After further discussion, it was noted that this needed to be increased to \$7500, as the current PAC budget wasn't completely closed yet
- \$7500 transferred to Quebec Futures
- \$15,000 from Quebec 2021 to grad 2022
- Munchalunch loan allocated for next year
- Munchalunch refunds unspent from covid
- \$10,000 PAC buffer
- \$90,000 unspent for next year
- Outdoor classroom
  - Doug worked on plan with VSB, will cost nothing if we go with this plan, can cost approx \$30,000 if we want to upgrade it
  - School garden- exact amount TBD, currently being approved
  - Idea to combine outdoor classroom and school garden to increase flexibility
- Outdoor play equipment (\$7000 request from teachers), connect 4, bowling
- Volleyball nets- VSB will pay for these
- Programs and activities that are being considered:
  - Volleyball clinic in PE class time, basketball clinic, hip hop group, choir program, media, arts, drama (still need to be costed out if these are going

into the budget), Covid supports for primary students (balance beams, dolls, things to help kindergarten students adjust to life at school after covid), weather cover, new school celebration BBQ/ meet the teacher

- Capital projects budget that is put aside each year
- Spend more on teacher appreciation lunch after a tough year, \$500 currently allocated (money raised from PAC can't be used for teachers, should be used for students) send PAC email to ask students for cards, parent community for donations
- \$350 for childminding during meetings, this has been done in the past and gave older kids babysitting experience
- Use funds to improve tech for hybrid meetings
- Bursaries- could be better advertised, increased to \$750
- Website maintenance line, increased amount, need to replace PAC laptop, purchase online version of quickbooks as an alternative to buying a new laptop, annual subscription is \$500 per year
- Still need to fundraise \$16,147.23 if we need want to proceed with this budget
- Some activities may not happen
- Grad, scholarships, accessibility and inclusion expenses to come, peer tutoring- approx \$2000

**Motion to spend the remainder of PAC budget for this year (up to \$18,000) on a set of 30 ipads, approved by unanimous consent**

**Meeting adjourned at 6:58 pm**