

## **Rutland Middle School Parent Advisory Council (PAC)**

**Monday November 16th @7pm via ZOOM**

### **Funding Meeting DRAFT Minutes**

#### **2020/21 RMS PAC Executive**

President: Marie Howell

Vice-President: Michelle Greer

Treasurer: Jodi Schmitke

Secretary: Angela Scheming

COPAC Representative: Rachel Mazu

Hot Lunch Coordinators: Teresa Banka

#### **Administrators**

Principal: Rod Baruta

Vice Principal: James Geen

1. Welcome, Attendance & Introductions- 7:05 -- Sue Ito, James Geen, Rod Baruta, Shawn Fennel, Becky Ing, Jodie Schmitke, Janis Howell, Michelle Greer, Teresa Banka, Marie Howell, Angela Scheming, Rachel Mazu,
2. Adoption of Agenda, any additions or deletions. Accepted - Sue Ito, 2nd -Teresa Banka
3. Adoption of October 2020 Minutes- Accepted - Sue Ito, 2nd -Janice Howell
4. Principal's Report --See Attached Report  
--It is best that we keep the schools open so it's really important that if you are sick to stay home. The numbers are increasing and many of the other schools have already had COVID cases. If a teacher, staff member or student does get COVID in our school, interior health will contact the school and IH will notify parents that their child has been in contact with someone who has COVID. They will be asked to isolate for 14 days from the last point of contact with a person who has tested positive for COVID. Our hospital system will get overrun if we don't socially isolate. Currently we need to just... go to work and come home. Masks are mandatory when not in your cohort. In recent weeks, there has definitely been an improvement in students and staff wearing masks in communal areas. Overall, the school environment and staff are happy with the students and staff adherence.
5. Reports  
5.1 COPAC--Unfortunately Rachel was not able to get on the call as they didn't send out the Zoom address and despite repeated attempts to get the notes from others, she was not able to get the reports. Marie to follow up with COPAC.
6. Presidents report  
6.1 COBBS Bursary – funds sent.  
6.2 Purdy's Christmas Chocolate – Deadline Tuesday November 24<sup>th</sup>.  
6.3 Spirit Wear due Date November 18<sup>th</sup>.
7. Treasurer Report.--**See additional report** - The only thing that has happened was that the Bursaries have been paid for and a funding request from last year for hats and whistles has been paid for. Accepted - Sue Ito, 2nd - Teresa Banka. All in favour.

7.1 Funding Requests – **See additional Report.--**

**Field trip requests**, as long as it is a field trip that they can walk to - the children should be able to do them. As long as the provincial health authority does not change the restrictions.

**Skating** - the stipulation will have to be that the safety restrictions need to be met (helmets and skates must be sanitized) and must be worn.

**Laser Cutter** would be used for engraving for metal work, and woodwork. Multiple projects could be done in 1 class.

Accepted Items-- Field Trips -as long as we have ensured health and safety, Basketball Uniforms, Gym Mats, Classroom Equipment, Bells, Christmas Carol Songbooks, and Tuba

Not Accepted- Laser Cutter and Double Bass

Total Amount Approved - \$14,035.75 -- All in Favour - all attendees were in favour.

Treasurer - Jodi Schmitke voted by text - as power went out at the start of the Funding Request portion of the meeting. **Funding Approved Report Attached.**

8. Additional Items -- Internet Safety - The RCMP liaison are keen to work with groups of children. They are consulting with the children and finding out what their biggest concerns are and will focus on those issues.
9. Adjournment – Next meeting Monday, January 18th – no December Meeting. -  
End - 8:08pm.



Rutland Middle School

PAC meeting

Nov. 16, 2020

RMS Administrative Report:

1. Coronavirus protocols and reporting.

- We ask that our community be as careful as we are about having small social bubbles, wearing masks, keeping physical distance, and staying home when feeling sick.
- Students and staff work hard to keep schools clean and safe – please make sure we can keep learning by doing your part at home and in the community.
- We plan to keep schools open; they are vital to the community and students need to be at school for their overall health and wellbeing.
- Since we take every precaution to prevent an exposure from becoming an outbreak, we know that one positive case in the community can lead to multiple students and staff missing school. We ask that everyone follow health guidelines as carefully as we do.

2. Remembrance Day – Virtual ceremony. Many thanks to Mr. Butterworth and our WEB leaders who assisted with putting the ceremony together.

**TREASURER'S REPORT**  
**FINANCIAL REPORT FOR THE MONTH NOVEMBER 2020**  
**BASED ON INFORMATION TO DATE**

**ASSETS:**

|                             |           |                  |
|-----------------------------|-----------|------------------|
| GENERAL ACCOUNT             | \$        | 19,733.91        |
| INVESTMENT ACCOUNT - CLOSED |           | -                |
| GAMING ACCOUNT              |           | 15,234.43        |
| <b>TOTAL ASSETS</b>         | <b>\$</b> | <b>34,968.34</b> |

**OPERATING INCOME AND EXPENSES FOR THE MONTH (GENERAL & INVESTMENT ACC'**

|                     |    | Current Period | Year to Date |
|---------------------|----|----------------|--------------|
| Hot Lunch           |    |                |              |
| Revenues            | \$ | -              | \$ -         |
| Expenses            |    | -              | -            |
| Income/(Loss)       | \$ | -              | \$ -         |
| Purdy's             |    |                |              |
| Revenues            | \$ | -              | \$ -         |
| Expenses            |    | -              | -            |
| Income/(Loss)       | \$ | -              | \$ -         |
| Flower              |    |                |              |
| Revenues            | \$ | -              | \$ -         |
| Expenses            |    | -              | -            |
| Income/(Loss)       | \$ | -              | \$ -         |
| Popcorn             |    |                |              |
| Revenues            | \$ | -              | \$ -         |
| Expenses            |    | -              | -            |
| Income/(Loss)       | \$ | -              | \$ -         |
| Interest            |    |                |              |
| Revenues            | \$ | -              | \$ -         |
| Expenses            |    | -              | -            |
| Income/(Loss)       | \$ | -              | \$ -         |
| RMS                 |    |                |              |
| Revenues            | \$ | -              | \$ 11,282.79 |
| Expenses            |    | -              | 2,802.79     |
| Income/(Loss)       | \$ | -              | \$ 8,480.00  |
| Total Revenues      | \$ | -              | \$ 11,282.79 |
| Total Expenses      |    | -              | 2,802.79     |
| Total Income/(Loss) | \$ | -              | \$ 8,480.00  |

**2020/2021 Teacher Funding Requests RMS Monday, November 16th, 2020**

**APPROVED at Nov 16/20 meeting**

| Staff Member or<br>Dept /Class/Group                                   | Funding Requested  | Description                          | Approved/<br>Not Approved      |
|------------------------------------------------------------------------|--------------------|--------------------------------------|--------------------------------|
| PAC RMS Bursary                                                        |                    | Bursary through COBBS                | APPROVED at<br>October Meeting |
| <b>TOTAL BURSARY (2 \$1000/bursary)</b>                                | \$2,050            | (\$50 covers admin fee)              |                                |
| <b>TOTAL PAC Requests</b>                                              | <b>\$2,050</b>     | <b>GENERAL ACCOUNT</b>               | <b>APPROVED</b>                |
| <b><u>FIELD TRIPS/Special Guests</u></b>                               |                    |                                      |                                |
| WIEBE & MCGUIGAN - BOWLING                                             | \$400              | PE enrichment<br>Grade 6             | Approved **                    |
| Wiebe & MCGUIGAN - Skating & Swimming                                  | \$720              | PE enrichment<br>Grade 6             | Approved **                    |
| Butterworth - BOWLING<br>12 sessions 1 per cohort                      | \$4,200            | PE enrichment<br>Grade 7             | Approved **                    |
| Sides/Peters - Bowling 8 lanes                                         | \$350              | PE enrichment                        | Approved **                    |
| Sides/Peters - Skating                                                 | \$300              | PE enrichment                        | Approved **                    |
| <b>TOTAL FIELD TRIPS</b>                                               | <b>\$5,970</b>     | <b>GAMING or GENERAL<br/>ACCOUNT</b> |                                |
| <b><u>SPORTS EQUIPMENT &amp; ATHLETICS</u></b>                         |                    |                                      |                                |
| Basketball Uniforms - BOYS<br>Next purchase will be Girls, then Rugby  | \$900.00           | Extracurricular                      | Approved                       |
| Gym Mats up to \$2000                                                  | \$2,000.00         | Curricular/Extra                     | Approved                       |
| <b>TOTAL SPORTS/ATHLETIC</b>                                           | <b>\$2,900.00</b>  | <b>GAMING &amp;/or General</b>       |                                |
| <b><u>CLASSROOM Equipment</u></b>                                      |                    |                                      |                                |
| LONSTRUP, Kendrick - Clay Bounds                                       | \$300              | ART Class Curricular                 | Approved                       |
| LUTHIN, Chantal - FOODS CLASS<br>Thermometers - fridge, food, and oven | \$179              | Foods Class Curricular               | Approved                       |
| NEWS for Growth Subscription<br>Wiebe/McGuigan                         | \$230              | Curricular for whole<br>School       | Approved                       |
| <b>TOTAL CLASSROOM</b>                                                 | <b>\$709</b>       | <b>GENERAL ACCOUNT</b>               |                                |
| SMITH, L - SHOP - Emblaser 2                                           | \$3,741.20         | All Students Curricular              | NOTAPPROVED                    |
| <b>Total SHOP Requests</b>                                             |                    | <b>GENERAL ACCOUNT</b>               |                                |
| <b>Total CLASSROOM</b>                                                 | <b>\$708.97</b>    |                                      |                                |
| <b><u>MUSIC Department Requests</u></b>                                |                    |                                      |                                |
| Orchestral Bell Kit - Extracurricular                                  | \$350.00           | Band                                 | Approved                       |
| Christmas Carol Songbooks - Extracurricular                            | \$456.75           | Band                                 | Approved                       |
| Double Bass -\$3000 - Extracurricular                                  |                    | Band                                 | NOT APPROVED                   |
| TUBA - Extracurricular                                                 | \$3,650.00         | Band                                 | Approved                       |
| <b>Total Music/Band</b>                                                | <b>\$4,456.75</b>  | <b>GAMING ACCOUNT</b>                |                                |
| <b>PAC REQUESTS TOTAL</b>                                              | <b>\$2,050.00</b>  | <b>Bursary's</b>                     | <b>APPROVED</b>                |
| <b>SCHOOL APPROVED REQUESTS TOTAL</b>                                  | <b>\$14,035.72</b> |                                      |                                |
| <b>TOTAL Approved PAC Funding Requests \$16,085.72</b>                 |                    |                                      |                                |
| ** Field Trips RMS Admin to assess health & safety plans               |                    |                                      |                                |