

Rutland Middle School Parent Advisory Council (PAC)

Monday April 19th @7pm ZOOM meeting

Meeting Minutes

2020/21 RMS PAC Executive

President: Marie Howell

Vice-President: Michelle Greer

Treasurer: Jodi Schmitke

Secretary: Angela Scheming

Non-Elected positions

COPAC Representative: Rachel Hurley

Hot Lunch Coordinators: Teresa Banka

Administrators

Principal: Rod Baruta

Vice Principal: James Geen

Welcome, Attendance & Introductions -Teresa Banka, Jodie Schmitke, Rachel Hurley, Caleb Maupin- Artona Photography Rep, James Geen, Marie Howell, Adrian Burton, Rod Baruta, Michelle Greer, Renae Graham, Maria Elena,

1. **Adoption of Agenda, any additions or deletions.** -Motion to accept - Michelle Greer, 2nd - Sue Ito
2. **Adoption of February Minutes** - Motion to accept- Sue Ito, 2nd - Michelle Greer
3. **Artona Photography Rep** -- Rep-- Caleb Maupin, Has worked with RSS, Black Mtn, Peter Greer, Davidson Road etc. Family owned photography company based out of British Columbia (Lower Mainland), Do not require a multi year contract, They sell by the sheet - \$18.99/sheet.(3 sheets \$32.99) They are cheaper than any other provider and they include the download that comes within 24 hrs. They have a very quick turnaround time from picture day-- viewable within 24 hrs of pictures being taken. Rod and James will review the current contract and make a decision about weather to change from LifeTouch.
4. **Principal's report**--April 28 - Clerical Appreciation day - James and Rod typically send the admin staff out for lunch or bring lunch in for this day and they handle the calls during that lunch period. They are our frontlines and do so much for us.
--Constable Leslie Smith was able to share a presentation regarding Internet safety with the Grade 6 classes. Teacher feedback was great and they would like to do it earlier in the year, next year. Grade 7's and 8 presentations should happen shortly.
The Articulation process is currently happening- helping to build new classes to provide the best combination of kids in each class. Introduction to Rutland Middle is happening through videos and talks with the Grade 5 students coming in. They are hoping to still have a web day in August - where the Grade 5s are introduced to the school.
--Looking for any suggestions for unique and fun activities for the year end - especially for the Grade 8s. Please email or call Rutland Administration!!

6. **COPAC Representative**--Next meeting is May 3 and all positions are up for election. May 1 is the last day for nominations. Go to the COPAC website for more information.

Electing incoming parents for the PAC- we have to wait until they are actually in the school, and then they can be elected in September (they can be unofficially elected in May and then officially put in place once the child is enrolled in September)

7. **President's Report & New Business**

6.1 COBSS Bursary Recipients have been chosen. --Marie worked with them over the phone and narrowed down the winners and back ups. 2 candidates were chosen that will receive \$1000 at the end of the school year. The student must go to school by the fall otherwise the money goes to the back up student.

8. **Reports**

1. **Treasurer**--See Report. No money is coming in and very little is coming out. Most money that was allocated from the fall funding requests have gone out other than the money that was allocated that didn't end up happening due to COVID. Field trips that were approved to have funding did not happen due to COVID-19 consequently money was not spent. We need to determine how much money needs to be left in the PAC for November funding requests given that they will not have the same fundraising options. Gaming funds come from the government but cannot be used for any curricular activities.

Should the PAC be dissolved (no parents step up to be on the PAC) then the money will either be drained on funding requests or donated as per PAC bylaws.

Motion to accept the treasurer report - Sue Ito, 2nd - Adrian

7.2 **Funding Requests** - See the funding requests attached.

Year End activities - Kelowna Gymnastics, Level Up -- Kids would stay with their cohorts and most of the activities would be done outside. Kids would be required to sanitize prior to doing the activity.

Fencing -Kids would need to wear 2 hoodies or a winter jacket however the "sword" does bend so that the kids don't get hurt. (Ward, Parker, Green, Galiano).

Mr. Butterworth - **Outside Furniture** between the art room and gym - planter boxes, picnic tables, - however total cost was not provided. **Not approved at this time - require a better plan.**

Mr. Wiebe - **Stem activities** for virtual learning activities- Grade 6

Mr. Lafontaine - **Female Basketball Uniforms** -50% of the cost approximately - \$1000

Mr. Cadman - **Ping Pong tables** for winter months - 7 tables, paddles, balls - \$2700.63

Learning Assistance - Chrome books to support students with learning disabilities \$400/book. 4 would be \$1600 - **school has Chromebook that will be provided.**

Foods class - scoops for cookie batter

Teachers Kelly Newsler and Jenna Zimmer were looking for equipment for outdoor teaching - tent, folding wagon - Allow for a functional outdoor classroom.

Ms. Schmidt - requesting IPADS for new immigrant students (up to 18 children coming in from refugee families) these IPADS help with translation and help the children be able to communicate.

Mr. Smith - \$8000 - Machine that helps with making jewelry - to encourage girls doing metalwork. **Not Approved.**

Band - tenor sax and alto sax - some children cannot even afford rental and this would allow them to be able to rent them out through the school. 10-15 years life expectancy.

Music - First priority Tenor Sax. Alto Sax 2nd priority.

\$22400 in General Fund - this is up to PAC discretion and can be used on anything.

\$7796.00- Gaming funds - Gaming funds can be spent on the following -- Year End Activities, basketball uniforms, furniture, sports and playground equipment, musical instruments, No technology.

Discussion occurred -

Mr. Smith's request was put on hold for now due to the high cost of this request.

Mr. Butterworth's request - due to the amount of money and the CUPE issues, this has been put on hold.

Year End of Activities - As long as COVID protocols are followed, Approved.

Mr. Wiebe -Virtual Gearing Up Learning Session - Approved

Grade 8 Fencing - As long as COVID protocols are followed - Approved.

Basketball Uniforms - Approved

Ping Pong Tables- Approved

Learning Assistance Dept - Chrome books - Put on Hold as the district has given some Chromebooks that will be distributed to them.

Kitchen Equip - Approved

Outdoor Teaching Requests-As long as the teachers are willing to share with the other teachers - Approved

ELL - 4 IPADS - Approved

Art Class - Cutting Boards- Approved

Band - Tenor Saxophone- Approved

This would clean out our gaming account and leave us with just over \$10,000 in the general funds. Teresa Banka put forth a motion to accept the above agreed upon items, Adrian Burton seconded the motion, all in favour.

9. Correspondence - No correspondance

10. Additional Items

11. Adjournment – 8:29pm

Next meeting - PAC AGM Monday, May 17th – ALL executive positions are up for replacement!!Please encourage everyone to attend.

TREASURER'S REPORT
FINANCIAL REPORT FOR THE MONTH APRIL 2021
BASED ON MARCH INFORMATION

ASSETS

GENERAL ACCOUNT	\$	22,471.99
GAMING ACCOUNT		7,796.84
<u>TOTAL ASSETS</u>	\$	<u>30,268.83</u>

OPERATING INCOME AND EXPENSES FOR THE MONTH

		Current Period	Year to Date
Hot Lunch			
Revenues	\$	-	\$ 105.00
Expenses		-	-
Income/(Loss)	\$	-	\$ 105.00
Purdy's			
Revenues	\$	-	\$ 2,315.35
Expenses		-	-
Income/(Loss)	\$	-	\$ 2,315.35
Flower			
Revenues	\$	-	\$ -
Expenses		-	-
Income/(Loss)	\$	-	\$ -
Popcorn			
Revenues	\$	-	\$ -
Expenses		-	-
Income/(Loss)	\$	-	\$ -
Interest			
Revenues	\$	-	\$ -
Expenses		-	-
Income/(Loss)	\$	-	\$ -
Split Wear			
Revenues	\$	-	\$ 3,150.00
Expenses		-	2,376.34
Income/(Loss)	\$	-	\$ 773.66
RMS			
Revenues	\$	-	\$ 11,282.79
Expenses		3,650.00	10,606.51
Income/(Loss)	\$	(3,650.00)	\$ 676.28
Total Revenues	\$	-	\$ 16,853.14
Total Expenses		3,650.00	13,072.65
Total Income/(Loss)	\$	(3,650.00)	\$ 3,780.49

EXPENDITURE REQUESTS AND APPROVALS DRAWN FROM GENERAL AND GAMING ACCTS

	Prior Year	Current
Request for funds (Fall)		\$ 20,776.92
Approved		\$ 16,065.72
Expensed	\$ -	9,943.52
Subtotal		\$ 6,142.20
Unused request funds		6,142.20
Outstanding funds		\$ -

Notes: Some activities were cancelled due to Covid-19 restrictions

FUNDS AVAILABLE FOR APRIL 2021 ALLOCATION MEETING:

Present funds available (based on known recorded March and April data)

General Account	\$	22,471.99
Gaming Account		7,796.84
Subtotal	\$	<u>30,268.83</u>
Less:		
Outstanding Requests		-
Safety Margin		4,000.00
Reserved Funds	\$	<u>4,000.00</u>
Total Funds Available for Allocation	\$	<u>26,268.83</u>

2020/2021 Teacher April Funding Requests

RMS Monday, April 19th 2021

Staff Member or Dept /Class/Group	Funding Requested	Description	Approved/ Not Approved
<u>School Wide Requests</u>			
Year End Activities for ALL grades	\$5,800	Staff Committee Kelowna Gymnastics; Level UP; misc. equipment	Approved
Furniture for area between Gym and Art Room	\$1,000 \$100	Butterworth - Picnic Tables - \$1000 each Planters \$100' each	Not approved.
School Wide Requests TOTAL	\$6,900		
<u>FIELD TRIPS</u>			
Gearing Up UBCO Virtual Learning Session	\$200	Mr. Wiebe - 50 students	Approved
Okanagan Fencing	\$1,320	Ward, Parker, Graham & Galiano 3 sessions.	Approved
TOTAL FIELD TRIPS	\$1,520		
<u>SPORTS EQUIPMENT & ATHLETICS</u>			
NEW Basketball uniforms for grade 8 Girls	\$1,942.50	Mr. LaFontaine Extracurricular	Approved
PING Pong Tables (7) & equipment	\$2,800.00	Mr. Cadman PE Classes - options for ALL students	Approved
TOTAL SPORTS/ATHLETIC	\$4,742.50		
<u>CLASSROOM Requests</u>			
Chrome Books for Learning Assistance Department	\$400	Shawna Denman Request 4-6 ChromeBooks - cost is for each chrome book	School will provide
Kitchen Equipement - Foods Class Scoops or cookie batter & muffin batter	\$300	Luthin - Foods - prep for recipes	Approved

		Speeds process.	
Outdoor Teaching Supplies - Canopy tent (4), folding wagon (2)	\$575	Kelly Nuessler	Approved
Outdoor Teaching supplies - Cart, clip boards, waterproof mats	\$784	Jena Zimmer	Approved
ELL Program - Ipads & Cases	\$2,256	Samara Schmidt	
SHOP - Vacuum & Centrifugal Casting Kit	\$8,064.00	Lee Smith	Not Approved
ART - Plastic Cutting Boards - for clay sculpture boards	\$300.00	Lonstrup	Approved
Total CLASSROOM	\$12,678.96		
<u>MUSIC - BAND Department</u>			
BAND - Tenor Saxophone	\$1,700.00	McDowell	Approved
BAND - Alto Saxophone	\$1,300.00	McDowell	Not Approved
TOTAL BAND Requests	\$3,000.00		
<u>TOTAL Requests</u>	\$28,841.46		

Total Spending Approved - **\$17,034.96**