

October 2024 BHE PAC Meeting Minutes

October 16 2024

1. Meeting called to order at 6pm
2. Principal's report
 - a. Mrs Fraser is officially the Principal!
 - b. Volleyball, comic club and other fall activities under way
 - c. Staffing and enrolment is settled for the school year
 - d. New system for staff funding requests, requests must be presented to and initialed by the Principal and Vice Principal before being presented to PAC
 - e. Regular events/field trips to be tallied to ensure costs are kept reasonable and an effort will be made to streamline funding process between PAC and school
3. Treasurer's report
 - a. General account : \$33,089.19
 - b. Gaming account: \$10,322.06
 - c. Income and expense numbers as well as budget are available to PAC members for review upon request
 - d. Cash forms introduced for dances and other times a till/float is used to reconcile amounts transparently
 - e. Suggestion for closing balance to include a line to be earmarked for future purchases
4. Current business
 - a. Welcome back event was a success
 - i. Lots of clothing purchased
 - ii. Good opportunity to connect with school community
5. Halloween dance
 - a. 23 October
 - b. \$5/family
 - c. Flyers on facebook ad in school
 - d. Volunteers from Knox Leadership team
 - e. DJ Decanus to play
 - f. Costume contest / limbo
 - g. Concession
 - i. Pizza while supplies last (to be ordered by Anita)
 - ii. Chips, candy jewelry, chocolate bars
 - h. Hallway in front of office to remain open for washroom access
 - i. Must be mindful of space being opened - more need for supervision
 - j. Donations of decor can be dropped at office
6. Fundraising
 - a. Created by kids was sent out to teachers, art piece to go home soon, parents given 1 week to order
7. Hot lunch
 - a. Great so far, \$642.83 in profit until the 30th of October
 - b. Volunteer sign up on munch-a-lunch not working properly, best to email PAC directly

8. COPAC Review
 - a. PAC 101 seminars
 - b. Treasurer 101 meeting
 - c. Keep PIE info in WAAG
 - d. Dyslexia simulation looking for host schools
9. New Business
 - a. Fun Fridays
 - i. When to do chip sales
 - ii. Grade 6 to take over Dec/Jan/2 weeks of Feb for trip fundraising
 - iii. Chip sales to start November 1
 - b. Gaming money usage
 - i. Grade 6 hoodies underway
 - c. New ideas for PAC involvement in school? Parents welcome to email PAC with suggestions
10. Annual event dates
 - a. V-Day Dance - Feb 13
 - b. Pancake day - Dec 19
 - c. Spring Fling - June 13 (tentative)
 - d. Christmas Concert - Dec 12
 - e. Grade 6 fundraising/events - TBA
11. PAC Purchases
 - a. March, Dance PL3Y
 - i. \$675 for 12 classes, 1 day, 6 sessions (2 class per session)
 - ii. Approved by vote
 - iii. Invoice to be sent to PAC
 - b. Grad Hoodies
 - i. \$2687
 - ii. Approved by vote
 - c. Blue Zip-up hoodies
 - i. \$1509.94
 - ii. Approved and ordered
 - d. Projector + classroom equipment
 - i. Projector not to be ordered until installment time frame is given
 - ii. Classroom equipment is \$1451, to be presented at staff meeting regarding need for items
12. Meeting ended at 7:30pm
13. Next meeting November 20

Minutes by: Monica Farrar-Germaine
Approved by: Mikaela Dunn