

**\*Teams Link posted week of meeting in School Announcements**

## Bayside PAC Meeting

*October 2, 2024 / 6:15 - 7:30 pm in the Learning Commons*

### **Bayside PAC 2024/2025**

**Vice-Chair** - Mindy Panesar

**Treasurer** - Phil Molloy & Jane Bassett

**Secretary** - Jenna Turnbull

**Fundraising** - Kate Guthrie

**Canadian Parents for French** - Luc Germain

**COPACS** - Rebecca Mellett

**Communications** - Andrea Stronks

### **Time Item**

**6:15 PM** Welcome and Acknowledgment of Traditional Territories

Review September meeting minutes ([link](#)) & Review Agenda & Summary Reports

PAC reports (see Schedule 1 attached)

- Principal's report
- Vice-Chair
- Treasurer
- Secretary
- Fundraising
- COPAC's Representatives
- CPF for parents

- 6:45 PM** Ongoing and Emerging Business
- School Requests.
  - Parent/Family participation opportunities
  - Parent and Guardian questions
- 7:15 PM** Review and Affirm actions and decisions
- 7:20 PM** Confirm next meeting date
- 7:30 PM** Adjourn

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### Schedule 1 - PAC Monthly Summary Reports

#### Overview:

- Schedule 1 provides a written summary, where available, of the activities of PAC members since the last PAC meeting, upcoming dates, links to information for Bayside families, and may include decisions for review at the next PAC meeting.
- If any PAC member (including any Bayside adult or guardian) requests a discussion on any of the items, the PAC will add this to the meeting agenda of the next PAC meeting.

#### Vice-Chair:

- Board Game Night - October 17, 2024 5-7pm
- Sign-up Genius Updates
- Event Coordination
- Screamfest fundraiser
- Emergency Preparedness Rep
- Bleacher Fundraising Ideas
- Hoodie Draw

#### Treasurer:

- Approval of 2024/2025 Budget
- Banking signatures have been setup.
- General account activity summary attached - Current balance \$
  - Expenses since last meeting
    - AGM Snacks - \$
    - Book Fair Gifts - \$
  - Outstanding budgeted expenses
    - Staff Appreciation
    - Classroom Allocations
- Account book balances as of 30 Sep. 2024
  - *Gaming Account: \$6,707.25*
  - No financial transactions since last month
  - *Operations Account: \$6,326.39* (Bank a/c shows \$6,376.77 reflecting one outstanding cheque for \$50.38)
  - Revenue: \$878.16 from West Coast Seeds fundraiser
  - Expenses: \$50.38 for Welcome Event candy
  - Statements of Operations for both accounts attached
- Bank Updates
  - Met with Coast Capital Savings. Updated account sponsors to myself and Jane Bassett. Updated signers to Jane and myself; also set up paperwork for Mindy and Kate to be signers.
  - Jane and Phil now both have access to the accounts online
- Gaming Grant
  - Received notice that our Gaming Grant application has been approved.

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- \$11,740 (down from \$11,900 from last year)
- Has not been deposited yet
- Thanks to Michelle for submitting that successful application last year.
  
- Proposed Budget
  - Updated based on feedback from Rae

**Motion to approve 2024-2025 Budget as presented (attached)**

### Secretary

- Uploaded minutes of last meeting to Bayside PAC website
  - Accept Meeting Minutes from September 2024 meeting

### Canadian Parents for French

- Every year between Sept. 1 and Oct. 31, CPF BC & Yukon hosts the membership drive. All new memberships will automatically be entered into our gift card draw, and Chapters will receive funding based on their membership growth percentage. Please sign up for a free membership here <https://bc-yk.cpf.ca/en/membership-drive/>
- Looking for new executive members to help bring some fun activities to the district this year.
- Email [CPF.saanich@gmail.com](mailto:CPF.saanich@gmail.com) with any questions

### COPACS

- First meeting of the year was held on September 12th.
- **FamilySmart offers 5 dates this month** to join other parents to watch and discuss **the topic: Emotion Regulation**

**Details:**Join us in watching a video conversation with **Nicole Allen, Clinical Counsellor at Fraser Health's START Program**. Nicole offers support to parents and caregivers with information and strategies to cope with **emotion dysregulation** and the challenges which many young people begin to experience as they enter and move through the adolescent years. We will be exploring the critical role which parents and caregivers play in creating the environment for positive change for their young people especially when things can be the most challenging.

This video presentation will be followed by a facilitated discussion by a FamilySmart Parent Peer Support Worker

**To Register:** <https://familysmart.ca/monthly-events/>

- **PAC Social and Training Evening:** A training and social opportunity to learn about PAC roles and for PAC members (including current members and potentially interested PAC executive members) to chat with other PAC members and educational partners. We will

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share a meal, share information and have discussions. Unfortunately virtual attendance is not possible due to the format and venue for the evening.

**Where:** Stelly's Secondary School - main foyer - 1627 Stelly's Cross Road

**When:** Thursday, October 17th - 6:00 pm - 8:00 pm

**Please RSVP [here](#) by Wednesday, October 9th.**

### **Grade 8 Farewell**

- We have 3 parent leads this year: Wendy Underwood, Chrissy Oliver and Meghan Dutil.

**BAYSIDE PAC  
PROPOSED BUDGET - 2024-2025**

<b>Operating Account</b>	
<b>Revenue</b>	<b>Budget</b>
Coop Rebate (Member 74721)	\$50.00
Miscellaneous Fundraising	\$2,900.00
Hoodie Fundraiser	\$1,000.00
<b>Total Budgeted Revenue</b>	<b>\$3,950.00</b>

<b>Gaming Account</b>	
<b>Revenue</b>	<b>Budget</b>
Gaming Grant Allocation	\$11,740.00
<b>Total Budgeted Revenue</b>	<b>\$11,740.00</b>

<b>Expense</b>	<b>Budget</b>
Staff Appreciation	\$300.00
Immunization Snacks	\$100.00
Meet & Greet Open House	\$200.00
Classroom Funds*	\$3,300.00
PAC Administrative Expenses	\$50.00
<b>Total Budgeted Expenses</b>	<b>\$3,950.00</b>

<b>Expense</b>	<b>Budget</b>
Field Trips (\$10/student)	\$6,000.00
Grade 8 Farewell	\$500.00
Garden Supplies	\$100.00
Disc Golf Maintenance	\$300.00
Clubs	\$500.00
French Debate	\$200.00
LIMSSA	\$3,850.00
BCCPAC Membership	\$75.00
Honorariums	\$215.00
<b>Total Budgeted Expenses</b>	<b>\$11,740.00</b>

<b>*Classroom Funds Breakdown</b>	
Home Ec.	\$200.00
Tech Ed.	\$200.00
Band	\$200.00
Art	\$150.00
Sencoten	\$150.00
Drama	\$150.00
Learning Services	\$300.00
Library	\$150.00
Class Allocations (\$75/div)	\$1,800.00
<b>Total</b>	<b>\$3,300.00</b>

# Statement of Operations

## BAYSIDE PAC OPERATING ACCOUNT

2024-2025 School Year

	August	September	Year to Date	Budget (TBC)	Variance
<b>Income</b>					
Opening Cash balance	5,498.61			5,498.61	
Co-op Rebate (74721)	0.00	0.00	0.00	50.00	(50.00)
Miscellaneous Fundraising	0.00	878.16	878.16	2,900.00	(2,021.84)
Hoodies Fundraiser Product	0.00	0.00	0.00	1,000.00	(1,000.00)
<b>Total Income</b>	<b>5,498.61</b>	<b>878.16</b>	<b>878.16</b>	<b>9,448.61</b>	<b>(3,071.84)</b>
<b>Expenses</b>					
Staff Appreciation	0.00	0.00	0.00	300.00	300.00
Immunization Snacks	0.00	0.00	0.00	100.00	100.00
Meet & Greet Open House	0.00	50.38	50.38	200.00	149.62
Classroom Funds	0.00	0.00	0.00	3,300.00	3,300.00
PAC Administrative Expenses	0.00	0.00	0.00	50.00	50.00
	<b>0.00</b>	<b>50.38</b>			
<b>Total Expenses</b>	<b>0.00</b>	<b>50.38</b>	<b>50.38</b>	<b>3,950.00</b>	<b>3,899.62</b>
	August	September	Total YTD		

### Opening cash flow begins at Aug 1, 2024

Opening Balance	5,498.61
Add:	
Inflows - Year to date total income	878.16
Less:	
Outflows - Year to date total expenses	(50.38)
Current:	
<b>Current book balance: September 30, 2024</b>	<b>6,326.39</b>

# Statement of Operations

## Bayside PAC Gaming account

2024/2025 school year

	August	September	Year to Date	Budget (TBC)	Variance
<b>Income</b>					
Opening Cash Balance	6,707.25			6,707.25	
Gaming Grant Allocation	0.00	0.00	0.00	11,740.00	(11,740.00)
<b>Gross Profit</b>	<b>6,707.25</b>	<b>0.00</b>	<b>0.00</b>	<b>18,447.25</b>	<b>(11,740.00)</b>
<b>Expenses</b>					
Field Trips (\$10/student)	0.00	0.00	0.00	6,000.00	6,000.00
Grade 8 Farewell	0.00	0.00	0.00	500.00	500.00
Garden Supplies	0.00	0.00	0.00	100.00	100.00
Disc Golf Maintenance	0.00	0.00	0.00	300.00	300.00
Clubs	0.00	0.00	0.00	500.00	500.00
French Debate	0.00	0.00	0.00	200.00	200.00
LIMSSA	0.00	0.00	0.00	3,850.00	3,850.00
BCCPAC Membership	0.00	0.00	0.00	75.00	75.00
Honorariums	0.00	0.00	0.00	215.00	215.00
<b>Total Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,740.00</b>	<b>11,740.00</b>

August September

### Gaming cash flow begins at Aug 1, 2024

Opening Balance	6,707.25
Add:	
Inflows - Year to date total income	-
Less:	
Outflows - Year to date total expenses	0.00
Current:	
<b>Current book balance: September 30, 2024</b>	<b>6,707.25</b>