

South Poplar Traditional Elementary
PAC MEETING MAY 17th, 2023
(Hybrid in person and Zoom)
Prepared by Angela Manetti - Secretary

ATTENDEES: In person: Adam H, Angela M, Clarence G, Erika G, Kim H, as well as Principal Shannon Manky and Guest Tanya C. **Virtual:** Kerry C, Sat , Munni B, Rami , Reena

Start time: **7:00 p.m.**

Welcome and Introduction: Adam

Acknowledgment: Angela

Motion to approve previous meeting minutes: Clarence **Second:** Adam **All in favour.**

Principal's Report: Shannon Manky

- See attached.

Treasurer's Report: Clarence G.

- See attached.
- Note: a request to have the available (not spent or allocated) funds for both gaming and general accounts included at each meeting was made. Those amounts are to be available as part of the treasurer's report at all future meetings. Also, it will be set practice to have a brief (one page) overview for each account made available in print/hardcopy at each meeting.

New Business

- **Safe**
The safe has been installed.
- **Carnival**
Friday May 26th will be our Carnival Day. We need volunteers, but everything is organized. We will give a passport for the mini games to each child. They will get a stamp for each game they complete and will receive a goodie bag after 3 stamps.
- **PAC Positions**
We have some PAC positions open for next year. We are working on a succession plan and are actively searching for parents to fill some roles. We welcome all who would like to support the kids/school/staff!!
Mrs. Manky will include a message to the family in the newsletter to underline the importance of a PAC in the school and encourage parents to get involved.
- **Payment/Reimbursement**
Question from the floor: Can the PAC pay up front, or use a debit card, so parents don't need to pay from their own accounts when they go buy food for hot lunches or other items for the events they are volunteering for?

Answer: We can't use a PAC credit/debit card because a dual signature is required on all withdrawals. We can issue a cheque immediately afterwards, so communication ahead of and immediately after the purchase can minimize the time delay between spending the money and getting reimbursed.

We will work with the vendors so they can issue an invoice before the payments. A suggestion is to have the hot lunch deadline for ordering moved further out, so that the amount is known well in advance.

- **Lunch Appreciation**

Motion to spend up to \$500 from General Account for Teacher Lunch Appreciation in June.

Kim

Second: Adam. **All in favour.**

- **Grade 5 Farewell**

We decided to spend up to \$540 (\$10 per student) for the Gr. 5 farewell from the Gaming Account.

Motion to approve: Kim **Second:** Clarence. **All in favour.**

Next meeting/AGM: June 14th 7.00p.m. Hybrid.

Motion to adjourn the meeting: Adam **Second** Erika 8:15 p.m.