

# North Otter Elementary PAC Meeting Minutes

## January 26, 2023

**Minutes taken by:** A.Kollewe

### **Attendance:**

K. Chilvers (KC) President	A. Coatta (AC)	L. Powell (LP) Treasurer
K. Savage (KS) Vice President	K. Kissack (KK)	H. Dunn (HD)
A. Kollewe (AK) Secretary	A. Younghusband (AY)	P. DeNure (PD)
C. Mishler (CM)		

### **1. Call to Order**

KC called for a motion to call the meeting called to order at 7:05pm  
Motion HD; Second KS. Carried.

### **2. Land Acknowledgement**

Given by KC

### **3. Approval of Agenda**

KC called for a motion to approve the agenda as presented  
Motion; KS. Second; HD. Carried.

### **4. Approval of Previous Meeting Minutes dated November 3, 2022**

KC called for a motion to approve the PAC Minutes for the Meeting dated November 3, 2022.  
Motion; CM. Second; KS. Carried.

### **5. Message from Principal - KC**

- North Otter is excited to welcome Ms. DuRandt to our resource team. Ms. DuRandt will be in on Tuesdays and Thursdays, mostly working with reading and math groups. We anticipate an increase in Mrs. Menes' resource time as well. We are still awaiting confirmation. This may impact resource caseload slightly, but parents can be assured that our resource staff will contact them prior to reassigning case managers.
- We are also welcoming back Mr. Dohan, our student-teacher from TWU, who will be beginning his full practicum in the next
- Basketball season is in full swing. Both boys and girls teams have a full coaching staff and look very strong. The season will run from January until Spring break. Our final jamboree will be at DW Poppy on March 7<sup>th</sup>. If there are any parents interested in helping with reffing, please let me know.
- We had a magical time at the ABC Fashion Show, as the kindergarteners hosted parents and guests and displayed their finest alphabet fashions. Big thanks to Mrs. Behboudi,

who organized the event. This event was captured by district media will be featured in an upcoming story on the district social media pages.

- We are fast approaching our North Otter Entrepreneurship Marketplace on March 9<sup>th</sup>. Our grade 6/7 exploration students have spent the last month learning about business models and how to research, develop, and market a product that they will be selling at our in-house marketplace. Younger students will get the opportunity to attend the market and go home with a few of their favourite products. If you child is involved in our Entrepreneurship course, we encourage you to engage in frequent conversations about the progress of their business. Students must have all their inventory ready to go for the day of sales.
- Call for community ideas: As our enrollment increases, we would really like to enhance the kindergarten area, giving students an opportunity to explore and play. Play equipment should be made from natural products and endure the weather and rough play. If you have some ideas that you would like admin and PAC to consider, we would love your feedback.
- Some initial ideas: sand box, mud kitchen, expanding area to include a soccer net, tetherball, or another piece of simplified play equipment.

## **6. Old Business**

### **a. Facebook page Update**

Is now private, you can still search for the group but cannot see any posts unless you are admitted into the group

### **b. Christmas debrief/wrap-up**

Christmas concert went ahead. PAC ran a concession those nights that was successful. If there is any feedback on the holiday decor fundraiser please let us know.

Pancake breakfast and photo-booth went well. Each kid went home with a book before Christmas.

## **7. New Business**

### **a. DPAC Update -KC**

No update, DPAC minutes have not been posted, will update at next meeting.

### **b. Use of funds (ideas)**

Discussion of different playground equipment.

### **c. Treasury Report -KC**

KC went over the treasury reports

### **d. Choir Funds - KC**

KC received an email from a teacher at Poppy, Choir teacher, they do an honour Choir for all the catchment schools grade 5-7. They are working on their budget, could each schools donate

\$100 and that would subsidize the price for those students to attend a festival. North Otter has 3 children that use this program. Consensus was we would cover the additional \$15 for each of our 3 students.

e. Fundraisers - KC

- i. Munchalunch – ongoing, one in Feb, and one in march before spring break, there will be a donation feature added
- ii. Scholastic Book Fair - temp booked for the last week before spring break but we may move that
- iii. Purdy's - launch in Feb
- iv. Coffee - Still trying to align with the vendor
- v. Pub night? - KC has reached out to a few pubs, a lot are not back up doing them anymore

f. Committee Updates

- I. Wellness – KC  
Families donated for xmas hampers, they were very well received.
  
- II. Greenspace – KC  
Wood chips added to the kindergarten area. We will be doing another order of sand for the courtyard, as well as the kindergarten area. Ideas for the kindergarten area, another sandbox or a mud kitchen?  
In regards to the Zen Den, Mr.Woelders brought forward the idea of rock benches. KC brought up the idea of rock/concrete picnic table with embedded chess/checkers. Both ideas run around \$3000
  
- III. Food Programs (Breakfast/Lunch) – KC  
No Update, continuing

**7. Open the Floor to Questions**

More discussion on fundraisers and ideas from the floor

**8. Adjournment**

KC called for a motion to adjourn the meeting at 8:12pm  
Motion; KS. Second; AC. Carried.

North Otter Elementary PAC  
General Account  
2022-12-31

**Opening bank balance, per statement** **\$ 17,991.94**

**Income**

Munch a lunch credits	22.84
Otter Family Christmas Fund	733.62
November and December Movie Night proceeds and concert concession	730.05
Smiles Holiday Greenery Fundraiser (Total profit \$521.63)	381.63
Service fee reversal	4.95
<b>Total Deposits</b>	<b>1,873.09</b>

**Expenses**

Hot lunch expenses	1,656.75
Otter Family Christmas Fund paid back to NOE	783.62
Food security and lifeskills	141.73
Classroom funds	16.18
Technology	125.43
Movie night expenditures (two nights) plus concert concession	1,840.10
Pancake Breakfast expenditures	805.36
Health and safety - Wellness Committee	100.00
Bank service charges	4.95
<b>Total withdrawals</b>	<b>5,474.12</b>

**Closing bank balance, per statement** **\$ 14,390.91**

**Outstanding Cheques**

933 Alex Murray (chips and drinks for hot lunche)	216.27
<b>Total outstanding cheques</b>	<b>216.27</b>

**Adjusted December 31, 2022 closing balance** **\$ 14,174.64**

North Otter Elementary PAC  
Gaming account  
Dec-22

**Opening bank balance, per statement** **\$ 8,076.92**

**Income**

Account balance rebate 1.95

**Total Deposits** **1.95**

**Expenses**

Bank service charges 1.95

**Total withdrawals** **1.95**

**Closing bank balance, per statement** **\$ 8,076.92**

**Outstanding Cheques**

162 Dazi Creative - Photo booth 1,060.50

**Total outstanding cheques** **1,060.50**

**Adjusted closing balance, December 31, 2022** **\$ 7,016.42**

North Otter Elementary PAC  
General Account  
2023-01-26

**Opening bank balance, per statement** **\$ 14,390.91**

**Income**

Munch a lunch credits	1,726.21
Otter Family Christmas Fund	50.00
November and December Movie Night proceeds and concert concession	975.25
Art Cards	1,362.19
Coop membership	65.04
Purdy's	903.92
Service fee reversal	0.00
<b>Total Deposits</b>	<b>5,082.61</b>

**Expenses**

Hot lunch expenses (subway)	973.30
Classroom funds	53.06
Movie night expenditures (two nights) plus concert concession	0.00
Resource budget (saddle chairs)	1,000.00
Bank service charges	0.00
<b>Total withdrawals</b>	<b>2,026.36</b>

**Closing bank balance, per statement** **\$ 17,447.16**

**Outstanding Cheques**

933 Alex Murray (chips and drinks for hot lunche)	216.27
947 Klassen Landscape - Bark Mulch	370.12
<b>Total outstanding cheques</b>	<b>586.39</b>

**Adjusted January 26, 2023 closing balance** **\$ 16,860.77**

North Otter Elementary PAC  
Gaming account  
Jan-23

**Opening bank balance, per statement** \$ **8,076.92**

**Income**

Account balance rebate 0.00  
**Total Deposits** 0.00

**Expenses**

162 Dazi Creative - Photo booth from December 1,060.50  
Bank service charges 0.00  
**Total withdrawals** 1,060.50

**Closing bank balance, per statement** \$ **7,016.42**

**Outstanding Cheques**

**Total outstanding cheques** 0.00

**Adjusted closing balance, January 26, 2022** \$ **7,016.42**