



DSS PAC Annual General Meeting May 2016 Agenda

- 6:30 **Meet & Greet – Welcome & Introductions**
- 7:00 **Approval of May 2015 AGM Meeting Minutes**
- 7:05 **PAC Year End Reports**
 - Chair
 - Treasurer
- 7:15 **Approval of 2015 – 2016 Budget**
- 7:30 **2015 – 2016 PAC Executive Nominations and Elections**
 - Chair
 - Vice-chair
 - Treasurer
 - Secretary
 - DPAC Representative
 - Communications
 - Emergency Preparedness Coordinator
 - Dry Grad Representative
- 7:50 **Adjournment**

Agenda – DSS PAC Meeting May 2016

- 8:00 **Approval of April Meeting Minutes**
- 8:05 **Principal’s Report – Q & A**
- 8:30 **PAC Reports – as required**
 - Chair Wayne Manary
 - Vice Chair Conrad Loewen
 - Treasurer Linda Qi
 - Secretary **Vacant**
 - DPAC Kerri Deane
 - Dry Grad Kim Proudlove
 - Communications Adrienne Gardiner
 - Emergency Preparedness Crystal Milley
- 8:45 **Review 2015 – 2016 Expenditure**
- 8:50 **New Business**
- 9:00 **Adjournment**

Next Meeting: September 21st, 2016

Delta Secondary School
PAC Annual General Meeting
Minutes –20 May 2015

Attendees:

Wayne Manary (Chair)	Jeanette Beaulieu (Principal)
Adrienne Gardiner (Secretary)	Crystal Milley (Emergency Preparedness)
Conrad Loewen (Dry Grad)	Mike Brigham (Vice Chair)
Kerri Deane (DPAC)	Shelley Franklin (SPC)

1. Meeting Called to order at 7:05 pm.

Adoption of Minutes of 21 May 2014

Motion: Moved by Mike Brigham to accept the Minutes, seconded by Crystal Milley and carried.

2. Principal's Report:

- Upcoming Events:
 - 27 May: Aboriginal Graduation will be held at the East Delta Hall with 21 graduating.
 - 27 May: Night of Music at the Genesis Theatre.
 - 29 May: Red Carpet and Dinner Dance for the graduating Grade 12 class will be at the Hyatt Hotel downtown. Parents can go for coffee to be followed by Dry Grad.
 - 5 June: Awards Assemblies will be held during the day this year. There will be four assemblies that are grade specific. There will also be slide shows.
 - 17 June: This is the last day of regular classes.
 - 23 June: Valedictory/Commencement Ceremony.
 - 25 June: Report Cards will be posted (only mailed if requested) and the Yearbook is available for pick-up.
- School Events:
 - Genesis Theatre Production of Aladdin. This was a great show.
 - Delta Trades and Technical Career Fair: This was voluntary and well attended by Grade 10's.
 - Seismic upgrades are ongoing and the school will be closed over the summer break.
 - Principals List Lunch for Grades 10, 11 and 12 with an average 3.8 GP.
 - Focus Group Presentations are being held 21 May and has a relevance to Board, Staff and Students.
- Other:
 - Some staff changes. The following teachers left DSS at the end of June: Alicia Kurkiwich, Jeanette Levi, Scott Masse, Matt McKay, Alka Goel Stevens, John Stockton.
 - Tailgate parties will be held in the school parking lot.
 - Getting ready for Provincial Exams. They are focussed on keeping on track to finish the year.
 - The study policy is being revamped for next year.

3. PAC Year End Reports

- Chair – Wayne Manary
 - See attached.
- Treasurer – Linda Qi
 - 2015/16 Budget is attached.
 - \$1500 of the \$2500 in the Pacer Pride Account has been spent.
 - \$1000 still to go to iPads.
 - \$23,000 has been spent from the Gaming Account
- There were no other reports.

4. Approval of 2015 – 2016 Budget

Motion: Moved by Shelley Franklin to approve the Budget, seconded by Mike Brigham and carried.

5. 2015 – 2016 PAC Executive Nominations and Elections

The following allowed their names to stand:

- Chair – Wayne Manary
- Vice Chair – nominated Conrad Loewen
- Treasurer – Linda Qi
- Secretary - Vacant
- Communications - Vacant
- Dry Grad - Vacant
- Emergency Preparedness – Crystal Milley
- DPAC - Kerri Deane

Motion: Moved by Shelley Franklin to approve the slate, seconded by Kerri Deane and carried.

6. New Business

- No other business.

7. Next General PAC Meeting on 16 September 2015

DSS Library at 7 pm.

Meeting adjourned at 7:55pm.

End of Year Chair Report May 2016

As the school year comes to a close, I have enjoyed chairing the DSS PAC for this my third year. I would like to thank all PAC executive members for their help and dedication in making this a successful year. To those members of the executive who will not be returning next year I would like to say thank you for your year(s) of service to the DSS PAC. To those members who will be returning next year I wish you success in continuing to build on the progress that we have made this year.

This year the PAC continued to build on both the short-term and long-term goals set last year.

The short-term goals included:

- Supporting student field trips
- Supporting student clubs
- Finalizing the following years budget in April for approval at the AGM

The long-term goals included:

- The final year of the three year Athletics uniform renewal program
- The final year of the three year program to acquire electronic readers for the library (iPad minis)

Other key decision made by the PAC this year included:

- To continue not pursuing active fundraising as it could potentially impact Dry Grad's ability to fundraise.
- To continue not pursuing any significant capital upgrades to the school until after the seismic upgrading is complete.
- To allow advertising on the PAC website for student related or education related local businesses that are not directly connected to the DSS student body.
- Funding of a heat press for use by the arts program and various clubs
- Funding of a new photo printer for use by the photo and other various clubs

I will not be returning to the PAC executive next year but I will assist with the transition to the new executive and will offer whatever assistance is needed to make for a smooth transition. I encourage the parents of current students to get involved in either the PAC, Dry Grad Committee, or in some other capacity such that Delta Secondary School is both rewarding and enjoyable for all our children.

Sincerely,

Wayne Manary
2015 – 2016 PAC Chair

2015 - 2016 Budget Tracking as of 19 April 2016

19/04/2016

Account	2015 - 2016 Budget			2015 - 2016 Budget (by Accounts)			2015 - 2016 Actual to Date			Actual Variance
	Request	Item	Approved	Gaming	General	Pacer Partner	Gaming	General	Pacer Partner	
Opening Balance (Estimated)				\$ 2,645.32	\$ 3,345.70	\$ 326.21	\$ 8,303.87	\$ 3,854.92	\$ 316.23	\$ 6,157.79
				\$ 6,317.23			\$ 12,475.02			
Funding (Estimated)				\$ 24,000.00	\$ 100.00	\$ 2,800.00	\$ 25,147.00	\$ 25.00	\$ 1,430.00	\$ (298.00)
Interest							\$ 4.25	\$ 0.97		\$ 5.22
Dry Grad - Deposits							\$ 115.00			\$ 115.00
Dry Grad - Withdraws										\$ 115.00
PAC Traditional	\$ (6,250.00)	Sub-total	\$ (6,250.00)							
Operating Expenses	\$ (250.00)		\$ (250.00)		\$ (250.00)			\$ (75.00)		\$ 175.00
Scholarships	\$ (1,000.00)	Two (2)	\$ (1,000.00)	\$ (1,000.00)						\$ 1,000.00
Student Awards/Recognition	\$ (5,000.00)		\$ (5,000.00)	\$ (5,000.00)						\$ 5,000.00
Grade 8 Transition	\$ (4,950.00)		\$ (3,000.00)	\$ (3,000.00)			\$ (1,832.89)			\$ 1,167.11
Focus Group	\$ (1,020.00)		\$ (1,000.00)	\$ (1,000.00)			\$ (208.92)			\$ 791.08
Hardship	\$ (2,000.00)		\$ (2,000.00)	\$ (2,000.00)			\$ (75.00)			\$ 1,925.00
At Risk Lunch Group	\$ (800.00)		\$ (800.00)	\$ (800.00)			\$ (140.26)			\$ 659.74
Other										\$ 0.00
Academics	\$ (1,500.00)	Sub-total	\$ (1,500.00)							\$ 500.00
- Science										
- Math	\$ (500.00)	Contest	\$ (500.00)	\$ (500.00)						\$ 500.00
- Arts	\$ (1,000.00)	Heat Press	\$ (1,000.00)	\$ (1,000.00)			\$ (1,000.00)			\$ 0.00
- Automotive										
- Other										
Athletics	\$ (23,100.00)	Sub-total	\$ (5,000.00)	\$ (3,000.00)		\$ (2,000.00)				\$ 1,599.73
- Uniform Renewal	\$ (8,400.00)						\$ (1,091.82)			
- Tournament Fees	\$ (1,500.00)								\$ (425.00)	
- Referees	\$ (2,000.00)						\$ (520.00)			
- Equipment	\$ (10,000.00)	Score Table								
- First Aid Supplies										
- Warm-up Tops										
- Balls, Birds, Pucks, etc.	\$ (1,200.00)						\$ (163.45)		\$ (1,200.00)	
- Other										
Clubs	\$ (11,870.00)	Sub-total	\$ (2,900.00)							\$ 1,086.70
- Improv/Photo	\$ (2,350.00)	Photo Printer	\$ (1,000.00)	\$ (1,000.00)			\$ (1,000.00)			\$ 0.00
- Library Book										
- Guitar Building										
- Electric Drag Racing										
- Student/Grad Council										
- Performance										
- Internation Friendship Assoc.	\$ (500.00)		\$ (500.00)	\$ (500.00)						\$ 500.00
- Theatre										
- Spanish	\$ (700.00)		\$ (700.00)	\$ (700.00)			\$ (147.55)			\$ 552.45
- Drama	\$ (5,120.00)	Sewing Machine	\$ -							
- Stagecraft	\$ (700.00)		\$ (700.00)	\$ (700.00)			\$ (665.75)			\$ 34.25
- Maker Space	\$ (2,500.00)	3D Printer	\$ -							
- Chess										
- Lego Builder's										
- Other										
Field Trips	\$ (4,800.00)	Sub-total	\$ (2,200.00)							\$ 869.12
- Textiles										
- Geography 12	\$ (2,000.00)		\$ (1,000.00)	\$ (1,000.00)			\$ (690.88)			\$ 309.12
- Senior Resource Room										
- Alternate Program Art	\$ (1,400.00)		\$ (700.00)	\$ (700.00)			\$ (140.00)			\$ 560.00
- Modified Academics	\$ (1,400.00)	Transit	\$ (500.00)	\$ (500.00)			\$ (500.00)			\$ 0.00
- Academic Leadership										
- Other										
Furniture	\$ (5,500.00)	Sub-total	\$ -							\$ 0.00
- Library	\$ (5,500.00)		\$ -							
- Resource Room										
- Supportive Learning										
- Conference Room										
- Other										
Electronics	\$ -	Sub-total	\$ (1,000.00)							\$ 1,000.00
- Library		iPad mini	\$ (1,000.00)			\$ (1,000.00)				\$ 1,000.00
- Conference Room										
- Other										
Special Requests										
Total Expenses	\$ (61,790.00)	\$ (25,650.00)	\$ (22,400.00)	\$ (250.00)	\$ (3,000.00)	\$ (8,176.52)	\$ (75.00)	\$ (1,625.00)	\$ 15,773.48	
Estimated Year End Balance				\$ (25,650.00)			\$ (9,876.52)			
				\$ 4,245.32	\$ 3,195.70	\$ 126.21	\$ 25,393.60	\$ 3,805.89	\$ 121.23	
				\$ 7,567.23			\$ 29,320.72			

2016 - 2017 Budget: School Request and PAC Recommendations

Account	2016 - 2017 Budget			2016 - 2017 Budget (by Accounts)		
	Request	Item	Approved	Gaming	General	Pacer Partner
Opening Balance (Estimated)				\$ 11,055.12	\$ 3,630.89	\$ 121.23
				\$ 14,807.24		
Funding (Estimated)				\$ 23,000.00	\$ 50.00	\$ 1,500.00
Interest						
Dry Grad - Deposits						
Dry Grad - Withdraws						
PAC Traditional	\$ (6,250.00)	Sub-total	\$ (6,250.00)			
Operating Expenses	\$ (250.00)		\$ (250.00)		\$ (250.00)	
Scholarships	\$ (1,000.00)	Two (2)	\$ (1,000.00)	\$ (1,000.00)		
Student Awards/Recognition	\$ (5,000.00)		\$ (5,000.00)	\$ (5,000.00)		
Grade 8 Transition	\$ (3,000.00)		\$ (3,000.00)	\$ (3,000.00)		
Focus Group	\$ (1,000.00)		\$ (500.00)	\$ (500.00)		
Hardship			\$ (250.00)	\$ (250.00)		
At Risk Lunch Group			\$ (250.00)	\$ (250.00)		
Other						
Academics	\$ (500.00)	Sub-total	\$ (500.00)			
- Science						
- Math	\$ (500.00)	Contests	\$ (500.00)	\$ (500.00)		
- Arts				\$ 0.00		
- Automotive						
- Other						
Athletics	\$ (7,700.00)	Sub-total	\$ (5,000.00)	\$ (3,500.00)		\$ (1,500.00)
- Uniform Renewal	\$ (5,000.00)					
- Tournament Fees						
- Referees						
- Equipment						
- First Aid Supplies	\$ (700.00)					
- Warm-up Tops						
- Balls, Birds, Pucks, etc.	\$ (2,000.00)					
- Other						
Clubs	\$ (4,450.00)	Sub-total	\$ (3,150.00)			
- Improv/Photo						
- Library Book						
- Guitar Building						
- Electric Drag Racing						
- Student/Grad Council						
- Performance	\$ (1,000.00)	Jazz Band	\$ (500.00)	\$ (500.00)		
- Internation Friendship Assoc.						
- Theatre						
- Spanish	\$ (600.00)	Flamenco Dance	\$ (300.00)	\$ (300.00)		
- Drama						
- Stagecraft						
- Maker Space	\$ (1,000.00)	Set-up	\$ (500.00)	\$ (500.00)		
- Chess	\$ (150.00)		\$ (150.00)	\$ (150.00)		
- Lego Builder's	\$ (700.00)		\$ (700.00)	\$ (700.00)		
- Other	\$ (1,000.00)	Finger Board	\$ (1,000.00)	\$ (1,000.00)		
Field Trips	\$ (2,000.00)	Sub-total	\$ (500.00)			
- Textiles						
- Geography 12	\$ (1,000.00)	Geo & Econ	\$ -	\$ 0.00		
- Senior Resource Room						
- Alternate Program Art	\$ (1,000.00)	Studio Space	\$ (500.00)	\$ (500.00)		
- Modified Academics						
- Academic Leadership						
- Other						
Furniture	\$ (8,500.00)	Sub-total	\$ (8,500.00)			
- Library	\$ (6,000.00)	Chairs & Stools	\$ (6,000.00)	\$ (6,000.00)		
- Resource Room						
- Supportive Learning						
- Conference Room	\$ (2,500.00)	Tables & Chairs	\$ (2,500.00)	\$ (2,500.00)		
- Other						
Electronics	\$ (3,500.00)	Sub-total	\$ -			
- Library	\$ (1,000.00)	iPad mini	\$ -	\$ 0.00		\$ 0.00
- Conference Room	\$ (2,500.00)	Projector System	\$ -	\$ 0.00		
- Other						
Special Requests						
Total Expenses	\$ (36,900.00)		\$ (27,900.00)	\$ (26,150.00)	\$ (250.00)	\$ (1,500.00)
				\$ (27,900.00)		
Estimated Year End Balance				\$ 7,905.12	\$ 3,430.89	\$ 121.23
				\$ 11,457.24		

D.S.S Parent Advisory Council

Bank Balance

Gaming Account

As of April 30, 2016

Bank Balance as of Apr. 30, 2016 **\$ 25,899.94**

Deduct uncleared transactions:

Cheque #0291 to Brianne Bruneau (500.00)

Cheque #0298 to DSS (1,319.63)

Balance per GL: **24,080.31**

Funds Available: **24,080.31**

<u>Date</u>	<u>Transactions</u>	<u>Fund Out</u>	<u>Fund In</u>	<u>Balance</u>
09/10/2015	PROVINCE OF B.C PRO		22,800.00	39,658.76
30/10/2015	INTEREST CREDIT		4.25	39,663.01
03/11/2015	CHQ#00293-2300275161	7,554.89		32,108.12
05/11/2015	CHQ#00292-2300055663	500.00		31,608.12
22/12/2015	CHQ#00294-2300068763	690.88		30,917.24
02/02/2016	CHQ#00295-2300354031	3,439.75		27,477.49
08/02/2016	DEPOSIT		115.00	27,592.49
01/03/2016	CHQ#00296-2300475338	1,270.72		26,321.77
29/03/2016	PROVINCE OF B.C PRO		2,347.00	28,668.77
26/04/2016	CHQ#00297-2300244678	2,775.27		25,893.50
29/04/2016	INTEREST CREDIT		6.44	25,899.94

D.S.S Parent Advisory Council
Gaming Account Journal Ledge

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Reference</u>	<u>Balance</u>
6/18/15	DSS	Grad 8 transitions, Focus grp, etc	Ck#0289	\$ (1,211.29)
6/20/15	DSS	Grad 8 transitions, Focus grp, etc	Ck#0290	\$ (1,552.11)
7/6/15	Sch ship	Brianne Bruneau	Ck#0291	\$ (500.00)
7/6/15	Sch ship	Hannah Gain	Ck#0292	\$ (500.00)
10/9/15	Fund	Deposit from gov't		\$ 22,800.00
10/21/15	DSS	2014-2015 Grad 8 transitions, Focu	Ck#0293	\$ (7,554.89)
10/31/15	Interest	Bank interest credit		\$ 4.25
12/9/15	DSS	Geography field trip-Thirdwave bus	Ck#0294	\$ (690.88)
1/25/16	DSS	Gr 8 breakfast. Improv/photo etc.	Ck#0295	\$ (3,439.75)
2/8/16	Dry Grad	Dry Grad 2016 Raffle Tickets	Deposit	\$ 115.00
3/1/16	DSS	Grad 8 transitions, Focus grp, etc	Ck#0296	\$ (1,270.72)
3/29/16	Grant	Additional gaming grand		\$ 2,347.00
4/26/16	DSS	Athletics and Heatpress	Ck#0297	\$ (2,775.27)
4/29/16	Interest	Bank interest credit	6.44	\$ 6.44
5/2/16	DSS	Academics - Math and Clubs	Ck#0298	\$ (1,319.63)

Bank Balance Available:

\$ 24,080.31

D.S.S Parent Advisory Council
General Account Journal Ledger
As of April 30, 2016

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Reference</u>	<u>Balance</u>
10/31/14		Balance per bank statement		\$ 3,995.70
12/6/14	BCCPAC	2014-2015 Membership fee	Ck#0086	\$ (75.00)
3/3/15		Deposit		\$ 75.00
4/30/15		Bank interest credit		\$ 0.97
6/20/15		Fruit & water for PAC meetings	Ck#0087	\$ (141.75)
10/30/15		Bank interest credit		\$ 0.97
12/3/15	BCCPAC	2015-2016 Membership fee	Ck#0089	\$ (75.00)
1/28/16		Deposit (Website Ad.)		\$ 25.00
4/29/16		Bank interest credit		\$ 0.94

Bank Balance Available:

\$ 3,806.83