



Meeting minutes
8 October 2020
Zoom meeting

Total attendees: 13 including Krista Henry (Acting PAC Chair), Ryan Ziegler (Treasurer), Bronwen Sharpe (Secretary), Mercedes Calvert and Shazza Regehr (Members-at-large) with Ken Andrews (Principal) and other members.

Regrets: Michelle Haidar (Vice-Principal).

The meeting commenced at 19h05.

- Introductions

Krista Henry (Acting PAC Chair) invited attendees to introduce themselves around the Zoom room.

- Motion to make Shazza Regehr a 3rd signatory on the PAC bank accounts

Krista Henry (Acting PAC Chair) made a motion to nominate Shazza Regehr (Member-at-large) as the third signator on the PAC bank account at Coast Capital. Motion seconded by Catharine Meir and carried.

- Parent education topics.

Catharine Meir (Parent Education coordinator) informed the members that Mary Klovance, the school counsellor, will hopefully present at the PAC meeting on 12 November.

There are 3 other options for the rest of the year:

- Steph Curran: Mindfulness talk
- Shannon Husk: Impact of social media on our children
- Jennifer Gibson: Sexual health

Discussion followed about the speaker options.

Action: Catharine will follow-up with potential speakers and book them in for future PAC meetings.

- Safe bike routes

Neil Marcovitz (Parent) summarized his intended letter for Oak Bay Council about a safe bike and / or walking route to Monterey from North Oak Bay and surrounds, in particular

the crossing of Central Avenue, McNeill Avenue and Windsor Avenue. The Safe Routes to School programme is supported by the PAC.

Krista Henry (Acting PAC Chair) made a motion to support and submit Neil's PAC-supported letter to the Oak Bay Council. The motion was seconded by Ryan Ziegler (Treasurer) and carried.

Action: Neil will contact Mayor Kevin Murdoch for additional feedback and insights.

Action: Neil will add to his letter that the CRD Safe Routes programme is an alternate source of funding that parents can apply for to have capital improvements done around their school.

Action: Krista will continue working with Neil to bring this topic to council whilst council is working on their Safe Routes to School. Daniel Arnold (Parent) will also assist.

- Administrator's Report

Ken Andrews (Principal) reported that the overall atmosphere at school is positive. Learning and playing is continuing as usual despite the unusualness of the Covid-19 situation.

Start-up highlights include:

- Staggered Terry Fox run. The opportunity to contribute "Toonies for Terry" is still open.
- Parent/Teacher meetings have occurred on Zoom and also in-person outside. Feedback from staff and parents is that the outside meetings were a welcome change and some may continue this format in following years.
- Band 6: the vast majority of children have signed up for Band this year which is good for the future of the music programme at Monterey. The Band 6 cohort is being split into three groups (A, B and C) to be Covid-friendly.
- Federal Grant funds: teacher and parent input meshed well. Pleasantly surprised at the awarded funds that will go towards the following:
 - An additional full-time education assistant which makes eight in total.
 - 36 new Chromebooks approved and 2 eighteen-unit charging carts (TBC as part of district-wide allocation).
 - A few thousand more dollars to increase office staff hours
 - \$16-17k for an outdoor classroom (round, black tables and umbrellas to be purchased for the enclosed outdoor courtyard and a covered whiteboard area to create an outdoor classroom).
- The Spirit Council is new this year. Ms. Thornton is the lead teacher along with Grade 8 students. The group will organize a variety of school community events including upcoming Crazy Hat/Hair Spirit Day, Covid-friendly Halloween fun and creating a giant thermometer to show how the PAC Ping Pong fundraiser is progressing.
- Update on PAC Ping Pong fundraiser: \$3000+ has already donated. The location of the ping pong tables is still to be determined with consideration to be given in this regard to the impact on homes neighbouring the school.

- Review of proposed PAC budget 2020-2021
Ryan Ziegler (Treasurer) shared a draft budget with attendees and invited feedback.
Approval of the final budget will be at the November PAC meeting.
A brief synopsis follows:
Assets: \$8,415.58
Liabilities: \$0
Revenue: estimated \$16,200 (Gaming Grant, Thrifty's Smile Cards, Donations and Grants)
Due to Covid-19 Fun Foods (hot lunch programme) will not occur and we will have a zero balance for this usually big earner for the PAC.
Expenses: \$20,700 (Areas the PAC spends are educational programs, school and community development, new initiatives, administration).
Deficit: ~ \$4,500
Please see the draft budget at the end of the minutes.
Action: Ryan will finalize the budget for PAC approval at the November meeting.
- Smile Card update
Interested parties can speak to Krista about the Smile Cards fundraiser. Children can pick up a card from Blanche in the office. The Smile Card fundraising this year will go towards theatre and playground equipment including performance lighting (spotlights) and an upgraded sound-system in the gym for assemblies, concerts, etc. Additional funds will go towards more play equipment for recess breaks (i.e. outdoor ping pong tables, wall ball courts, etc.).
- Vacant PAC positions update
The PAC is still seeking a PAC Chair and Vice-Chair.
- Other business
 - A question arose about the possibility of an outdoor concert performed by the music students. The MMPA will talk to Michelle Dyer (Music teacher) about the idea.
 - Shazza Regehr will look into the possibility of supplying small, individual pizzas (Covid-19 friendly) for a hot lunch day for the school.
 - Monterey Spirit Gear has a new logo for athletic wear. The emblem was changed due to feedback that the storm clouds were not liked and preference was given to a lightning bolt through the "S".

The meeting adjourned at 20h08.

The next PAC meeting is via Zoom on 12 November 2020.

- Draft budget for 2020/21

Monterey PAC Budget 2020/21

Assets and Liabilities (as of 2020/10/07)

PAC Cheque Account	\$2,925.10
Gaming Account	\$1,540.48
School PAC Earmarked Funds	\$3,450.00
Undeposited Cheque	\$500.00
Current Assets	\$8,415.58
Debts	\$0.00
Accounts Payable	\$0.00
Current Liabilities	\$0.00
Net Assets	\$8,415.58

	2020/21	2019/20		2018/19	
	Budget	Budget	Actual	Budget	Actual
Revenue					
Gaming Grant	\$7,580.00	\$7,700.00	\$7,700.00	\$9,336.00	\$9,336.00
Fun Foods + PAC Food Shack	\$0.00	\$27,483.00	\$26,120.00	\$35,646.00	\$54,966.00
Bottle Drive	\$0.00	\$0.00	\$0.00	\$550.00	\$0.00
Thrifty's Smile Cards	\$2,500.00	\$1,800.00	\$2,296.00	\$1,700.00	\$1,864.00
Donations and Grants	\$6,000.00	\$4,500.00	\$1,900.00	\$0.00	\$16,180.00
Jersey Sales	\$0.00	\$1,700.00	\$2,075.00	\$0.00	\$1,625.00
Micellaneous Revenues	\$0.00	\$0.00	\$174.00	\$500.00	\$0.00
Revenue	\$16,080.00	\$43,183.00	\$40,265.00	\$47,732.00	\$83,971.00
Fun Foods + PAC Food Shack	\$0.00	\$19,512.00	\$15,793.00	\$22,477.00	\$39,024.00
Cost of Revenue	\$0.00	\$19,512.00	\$15,793.00	\$22,477.00	\$39,024.00
Gross Revenue	\$16,080.00	\$23,671.00	\$24,472.00	\$25,255.00	\$44,947.00
Expenses					
Team Allotment (\$12/student)	\$0.00	\$4,560.00	\$4,650.00	\$4,704.00	\$4,656.00
Athletics, Sports Equipment	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$2,800.00
Jersey Sales	\$0.00	\$1,850.00	\$2,254.00	\$0.00	\$1,817.00
Music Program	\$1,500.00	\$1,500.00	\$1,500.00	\$500.00	\$450.00
Discretionary - School Wide	\$1,000.00	\$1,000.00	\$1,000.00	\$2,000.00	\$900.00
Educational Programs	\$8,500.00	\$14,910.00	\$15,404.00	\$13,204.00	\$10,623.00
Grade 8 Celebration and Year End	\$500.00	\$500.00	\$0.00	\$500.00	\$500.00
Hampers	\$1,200.00	\$1,200.00	\$1,300.00	\$850.00	\$850.00
Parent Education	\$500.00	\$500.00	\$500.00	\$2,000.00	\$433.00
Principal's Fund for Students in Need	\$0.00	\$500.00	\$500.00	\$500.00	\$500.00
Sexual Health Workshops	\$600.00	\$600.00	\$600.00	\$500.00	\$550.00
PAC Community Building	\$250.00	\$250.00	\$239.00	\$350.00	\$239.00
School & Community Development	\$3,050.00	\$3,550.00	\$3,139.00	\$4,700.00	\$3,072.00
Playground (Ping Pong, etc.)	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Outdoor Classroom	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Monterey Performance Hall	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00
Double the Swings	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$4,000.00
Technology in the classroom	\$0.00	\$2,000.00	\$8,450.00	\$2,000.00	\$4,000.00

Additional Bike Racks	\$0.00	\$3,000.00	\$3,000.00	\$0.00	\$0.00
New Initiatives	\$8,500.00	\$10,000.00	\$16,450.00	\$3,000.00	\$8,000.00
Office Expenses	\$300.00	\$300.00	\$208.00	\$300.00	\$208.00
Miscellaneous	\$350.00	\$672.00	\$672.00	\$350.00	\$0.00
Administration	\$650.00	\$972.00	\$880.00	\$650.00	\$208.00
Total Expenses	\$20,700.00	\$29,432.00	\$35,873.00	\$21,554.00	\$21,903.00
Net Revenue					
Surplus / Deficit	-\$4,620.00	-\$5,761.00	-\$11,401.00	\$3,701.00	\$23,044.00