



MEETING MINUTES

Journey Middle School PAC Meeting

Date | time December 5, 2023 – JMS | 7:00 pm | *Meeting called by* Journey Middle School PAC

Executive Members

Meghan Rownd, President | Shannon Green-McInnes, Vice President | Emma Shehan, Treasurer | Evangelia Koutsodimos, SPEAC Rep | Marisa Herron, Emergency Coordinator | Julie Salter & Kristy Green, Co-Fundraising Coordinators

In attendance: Jennifer Gibson, Meghan Rownd, Shannon Green-McInnes, Kristy Green, Emma Shehan, Julie Salter

Meeting Called to Order: 7:05pm

Opening Motions:

- **Motion to adjourn by 8:30pm** Shannon 1st, Emma 2nd - APPROVED
- **Motion to approve agenda** Shannon 1st, Julie 2nd – APPROVED
- **Motion to approve November 2023 meeting minutes** Emma 1st, Shannon 2nd - APPROVED

Partner Groups:

- Jennifer Gibson
 - o Field trips – museum, skating, swimming, port Renfrew,
 - o Winter dance – December 22nd
 - Different activities throughout the school if students don't want to go
- Sea Can – Emergency Preparedness
 - o Full water tanks in there – will check in date they were filled
 - o Tarps and other supplies
 - o Needs to do inventory
 - o Hasn't been looked at in 3 years so PAC will see what we can do
- Volleyball tryouts are happening – girls
 - o Very competitive
 - o Purchased two portable nets for outside for practicing
- Used up the \$800 of the Gaming funds for Outdoor Games/Equipment
 - o Ordered a large bin that can be locked
 - o Kept inside the school
 - o Students will sign out the equipment/games and be responsible for bringing it back
- Facilities – Came to look around the school to see what needs to be done
 - o Requests made by the school: playground, shed for the wood, loose parts shed (opal shed)
 - Follow up with Jenn about the design ideas for the playground
 - Ask the kids what they want in a playground
 - PAC will follow up to see how we can support fundraising and doing grants
- Scoreboard Update
 - o Electrician came to see the issues with the current scoreboard
 - Requirements for it are good to go for a new one to be installed
 - Working in repairing the connection for the board that's there
 - o Still wanting to pursue the funding

Treasurer Report:

- Emma has created a new reporting document to show, more clearly, what is happening
- Gaming Account - \$21,239.80
- General Account - \$10,134.74

- Still have a few items that need to be taken out
- Coupon Book Fundraiser also needs to be paid out from this amount
- We have done a great job fundraising for this account!!

Old Business:

- Canadian Safety Supplies Update
 - This fundraiser has taken far longer than it should have
 - Items will be mailed out Friday, December 8
 - Will arrive, hopefully, by December 15 and will be sorted and sent home
- Purdy's Fundraiser Update
 - Just wrapped up online
 - Profit for PAC \$282.32
 - Will arrive by December 15th
 - Kristy will connect with parents to get them sent home with students
- Community Values Fundraiser
 - Just finishing it up – waiting on one more class to return books
 - Has gone well but lots of things to do differently for next year
 - Estimated \$1500 for PAC
- Scoreboard Funding/Gaming Use Update
 - Meghan has contacted Gaming directly to ask about the score board
 - We have been advised that we **cannot** use the Gaming funds for this project
 - They said that it should be replaced by the school/district
 - The funds are meant for direct use for students which the scoreboard is not
 - We have relayed that information to the school and Mr. Vine
 - PAC is still committed to helping fundraise and support this project and will work with Mr. Vine and school

New Business:

- Communication Issues – What can we do to reach parents?
 - Discussion on what the PAC can do to expand its reach to parents
 - PAC can put information in the weekly newsletters
 - Usually done on the weekend so get information to Jenn by Friday each week
 - PAC can also have a section on the school app to update themselves
 - Will look into how that works and get it going – promote the app with parents
- Hot Lunch Update – January and February
 - Emma will be taking on the hot lunches going forward – until we find another person wanting to take the position
 - January 26th – Haru Sushi
 - February 23rd – TBD
 - Ideas for lunches – Boston Pizza, Dad's Soup and Sangy, Truffles Catering, White Spot
- Event Ideas for New Year
 - PAC discussed some ideas of what we want to try and do next year to raise funds
 - Journey 30th Birthday Party – Look at before Spring Break
 - Just for students and staff to attend – cake, games, etc.
 - Game Nights – January and May
 - Burger and Beer Night
 - Kristy is going to contact the Legion to see if they can help with this
 - Use it as a fundraiser for the LED screen/scoreboard replacement
 - Spring Fair/Market – 30th Anniversary
 - Community involvement
 - Will have a market, entertainment, games, etc.
 - Will contact the Lions to see if they can help us with the food
 - Meghan will get the ideas together to discuss with the group asap
 - Looking at May 2024
 - Movie Nights
- Funding Request – Rocker Chairs
 - Returned to the discussion on the chairs
 - The learning support department is wanting to obtain a full class set of chairs (25 est.)

- Meghan has asked to get a number of chairs that they have and will need to reach goal
 - Could use leftover Gaming funds to purchase what they need and/or budget for it in future years
 - Discussed using \$1000 from Gaming to purchase chairs right now
 - **MOTION:** to provide \$1000 for the purchase of rocker chairs – Shannon 1st, Julie 2nd VOTED and APPROVED
- Funding Request – Winter Dance December 22nd
 - Request made for \$410 for lighting, decorations and film for photo booth
 - PAC reviewed – noted the photo booth is \$2 per picture with funds going to local charities
 - Discussed that PAC doesn't have it set to provide community/local groups with funds
 - Agreed if funding cannot be used to strictly benefit students (with proceeds going back to the school/kids) we can't fund it
 - **MOTION:** to provide \$300 (as requested) for lighting and decorations for the Winter Dance with \$110 available pending further discussion with teacher – Shannon 1st, Julie 2nd VOTED and APPROVED
- January Fundraising Ideas
 - Kristy mentioned she'd like to run Krispy Crème and Westcoast Seeds for January/February
 - Both have really great returns
 - She will look into them and get back to the team
- Snack Sale – November
 - Decided to go ahead with a snack sale in December – Shannon and Meghan to run
 - \$1 popcorn and \$2 lollipops from VIP Hard Candy
 - Already order lollipops
- Vacant Positions – TABLED
- Additions to Minutes – Voting Between Meetings
 - Mr. Spelt – VOTED and APPROVED to provide \$175 from Gaming for Field Trip to Port Renfrew
 - Ms. Walker – requested \$100 for candy canes for the fundraiser that she is doing with students
 - After discussion PAC determined that the funds are not going back to the school/kids
 - VOTED and NOT-APPROVED

Announcements and adjournment

- Next Meeting January 9, 2024, 7pm in the Library
- Adjournment
 - **MOTION:** to adjourn meeting at 8:31 pm Shannon 1st, Emma 2nd APPROVED