



BISON RUN SCHOOL PARENT ADVISORY COUNCIL (PAC)

Annual General Meeting

Tuesday October 15, 2024 - 6:30pm

Location: Bison Run School MPR



AGENDA

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| Attendance: | <p>Staff: Kendra Gowler (Vice-principle), Caterina Romeo-Mzakar (Principle)</p> <p>Executives: Kristin Hildahl-Shawn (Chair), Macara McGregor (Vice-Chair), Teassa MacMartin (Secretary)</p> <p>Online executives: Abdulfattah Bello (Treasurer)</p> <p>In person parents: Jerilynn Habon, Namrata Sharma, Allie Blazek, Stephanie Wheatley</p> <p>Online parents: Ibikunle Adeakin, Chidiebere Ochiagha, Mrs. Bello, Adetutu Adeye, Gregory Ratcliffe, Debra Sorenson</p> |
| 6:40 - 6:35 p.m. | <p>1. CALL TO ORDER</p> <ul style="list-style-type: none">• Instructions on how to participate/ask questions• Slightly late start due to technical difficulties• Motion to approve agenda Put forward by Macara, second by Christine |
| 6:35 - 6:55 p.m. | <p>2. PAC CHAIR REPORT</p> <ul style="list-style-type: none">• Introduction of PAC Executive and Committee Leads<ul style="list-style-type: none">◦ Introduction to our goals, our fundraising goals, events◦ Encourage all parents to attend and inform that Principal and VP are present – great way to connect with other parents and talk to school officials• PAC Constitution Motion to approve proposed change presented by Macara<ul style="list-style-type: none">◦ Changes proposed at the September meeting (30 days in advance)◦ Section 5 (see attached documents)◦ As required by vacancies as opposed to nominations be solicited each year◦ Motion to approve Allie, second by Gerilyn - passed |

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| | <ul style="list-style-type: none"> ● 2023-2024 Overview <ul style="list-style-type: none"> ○ History of the BR PAC, first formal meeting in September 2023 (time at which executive council and fundraising and social media lead were nominated and voted on) ○ Constitution established October 2023 and playground fundraising goals were determined ○ Playground plans developed with Playgrounds R Us contractors (further details to be shared at tonight's AGM) ○ Made government connections (Janice Lukes, Tery Duguid, David Pankratz) ○ Several grant applications for the playground have been rejected: eligibility has changed recently ● Capital Plan (Playground project) <ul style="list-style-type: none"> ○ Phase 1, Phase 2, Phase 3 introduced (quotes are subject to change) ○ Phase 1: \$140,163.05 ○ Phase 2: two options, \$28,946.54 - \$41,457.50 ○ Phase 3: \$157,743.04 ○ We have a tax-free account, Canada Helps QR code – all donations over \$25 is eligible for tax refund. ○ Each \$25 donation is an entry to win tickets to a Jets game for the month. ○ Another prize includes front row seats to the Band Concert/Winter Concert (w/ exclusive parking) |
| 6:55 – 7:05p.m. | <p>3.TREASURER REPORT (by Abdul)</p> <ul style="list-style-type: none"> ● 2023-2024 Annual Financial Statement <ul style="list-style-type: none"> ○ Current challenges – letter to parents presented ○ Closing balance of \$2,825.57 for 2023/2024 ○ Expenses: \$553.57 (bank charges and school activities outlined in slide) ● 2024-2025 Budget <ul style="list-style-type: none"> ○ Letter presented outlining the 2024-2025 budget ○ Estimated revenue: \$10,970.00 ○ Estimated expenses: \$1,430.00 ● Motion to approve the 2024-2025 Budget <ul style="list-style-type: none"> ○ Motion by Stephanie, second by Macara |
| 7:05 - 7:35 p.m. | <p>4.FUNDRAISING COMMITTEE REPORT (by Christine Kun)</p> <ul style="list-style-type: none"> ● 2023-2024 Overview <ul style="list-style-type: none"> ○ Events began in January 2024 ○ Spring plant sale, \$1781.54 profit ○ Healthy Hunger monthly fundraisers |

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| | <ul style="list-style-type: none"> o Challenges: communication with parents (confusion with canteen fundraising), restaurant availability (diversity, dietary restrictions) o Volunteers – please email the PAC to volunteer your time (bisonrunpac@outlook.com) • Plans for 2024-2025 <ul style="list-style-type: none"> o Playground donation Jets ticket draw (as above) o Prizes for the kids (gift cards, extra recess, pizza parties) o Middle years dance (grade 5-8) on October 31st: costume, cultural best, fictional book character <ul style="list-style-type: none"> ▪ Music, food for purchase on Healthy Hunger ▪ Volunteers needed! Email the PAC o Early years events TBD o Plant sale will presume in the Spring o Valour FC ticket sales – goal: 100 tickets, \$5 return per ticket, plus matched by Valour FC if the goal is met (\$1000 total) o Healthy Hunger will continue <ul style="list-style-type: none"> ▪ Additional of BR extras (drinks, freezies, ice cream) ▪ Additional restaurants ▪ Please feel free to make suggestions ▪ Register your child on the Healthy Hunger website ▪ Remind your kids when they have a fun lunch to pick up! ▪ Additional volunteers required – please contact the BR PAC if you are available |
| 7:35 – 7:40 p.m. | <p>5. Vacant Positions within the PAC</p> <ul style="list-style-type: none"> • Call for grant writing lead • Call for capital planning lead (playground fundraising) • Call for business liaison |
| 7:40 – 7:30 p.m. | <p>6. NEXT MEETING DATE AND ADJOURNMENT</p> <ul style="list-style-type: none"> • Motion to adjourn 2024-2024 BR PAC AGM • Motion by Christine, second by Namrata • Next meeting date: Monday, November 18, 6:30pm • Prizes drawn informally after adjournment: in person winner Jerilyn, and online Chidiebere Ochiagha |