

DRAFT MINUTES



Homma PAC Meeting

Tuesday, June 11, 2024

6:30 pm – 8:00 pm

Virtual - Meeting link will be shared on the Homma website and Homma PAC Community Facebook group

In Attendance 18: Derek Cherry (Admin); Ginny Lee (Admin); Mark David (Admin) Jarrod Connolly; Miranda Duffy; Corrine Haer; Jen Tham; Annalisa; Beth Volpov; Camille Lai; Jodie; Kelsey Schaeffers; Marcie Begg; Melanie Wilk; Oliver Heel; Penny Leggo; Rahul Coelho; Anna Reithmeier; Carla Day

Time	Topic	Speaker(s)
6:30 to 6:45 PM	Update from the PAC Chair <ul style="list-style-type: none">• Welcome• Approval of minutes from the May 2024 meeting Miranda approved. Beth Seconded <ul style="list-style-type: none">• Review of agenda• Approval of this list of items to become our agenda Miranda approved, Beth seconded	Jarrold Connolly
6:45 to 7:05 PM	Update from the Homma School Admin Team. Black text is the administration report. Blue font are minute notes. <ul style="list-style-type: none">• Introduction from Mark David, incoming Principal. Used to work at Homma as a French Primary teacher and has worked with Ginny before. Mark lives in the Steveston area. 1. Staffing Updates <p>We have several staff that will be leaving the school at the end of the year. We are saying our good-byes to Mr. White, Mme Froese and Mr. Dhollivar who are on temporary contracts that end this year. We want to thank all of them for their many contributions to the Homma school community and for their effort in supporting Homma staff and students this year. We are also saying good-bye to Mr. Lin and Mme Lisa who have taken roles within the Richmond School District. We wish them luck in their new roles, and we thank them both for their care and support. We also have two staff members who are retiring. We want to wish Mme Burt a happy retirement and thank her for all that she has done for the Homma community. Ms. Partridge is also retiring this year, and we are sad to hear that she is leaving. Ms. Partridge has supported many students in her time at Homma. Her energy and enthusiasm will be missed and her care for supporting students with exceptionalities. We wish all leaving staff the best in their future endeavors.</p> 2. Grade 7 Farewell Plans	Derek Cherry Ginny Lee

	<p>Next Friday, June 21st we will be celebrating our amazing Grade 7's! The assembly will start around 9:00 am. There will be speeches by staff and students as well as the traditional slideshow. We will also recognize families who will be leaving Homma. We are looking forward to this special occasion. On Wednesday, June 26th we will also be having a grade 7 luncheon, followed by yearbook signing. On Thursday, June 27th after lunch, all the classes in the school will go out onto the field to do one last farewell to the Grade 7's.</p> <p>3. Year End Assembly We will be having our year-end assembly on Thursday, June 27th where we will be saying good-bye to leaving staff and celebrating the year with a year-end video.</p> <p>4. Pride Month Pride month is a term that refers to the wide range of Pride events that take place over the summer (June to September) when 2SLGBTQI+ communities and allies come together to spotlight the resilience, celebrate the talent, and recognize the contributions of 2SLGBTQI+ communities</p> <p>5. National Indigenous Month June is also "National Indigenous Month". It is important to recognize the rich history, heritage, resilience and diversity of First Nations, Inuit, and Métis Peoples across Canada. We would also like to acknowledge Indigenous excellence, as June 21, 2024 is National Indigenous Peoples Day.</p> <p>6. Thank you, Homma PAC, We wanted to express our sincere gratitude for all the effort that the Homma PAC has put into fundraising and school wide events. We are appreciative of your commitment to the students, staff and families and the time that you have given to help build community. You have led many fun events and raised funds to support school initiatives like the Library Commons, teacher funds and Karima Essa. Your hard work has made a difference. This is an amazing PAC and it has been wonderful working a long side you.</p> <ul style="list-style-type: none"> • Derek expresses gratitude to work at Homma. • Tuesday, September 3rd is the first day back at school and Wed Sep 4 first full day. • Jun 20 pizza lunch for leadership kids in grade 5-7 to show our appreciation for their contributions to our community. 	
<p>7:05 to 7:20 PM</p>	<p>Treasurer's Report</p> <ul style="list-style-type: none"> • Staff Appreciation Budget (Camille Lai) <p>Camille and Jenny are organizing the Staff appreciation lunch this year. Camille is asking for an increased budget from \$200 to a higher budget for supporting the event next year.</p>	<p>Miranda Duffy</p>

Jodie asked if parents could donate money via the Hot lunch website as an option instead of bringing something? In previous years the staff appreciation lunch asked for monetary donations and was asking if we could add that option this year and last?

Anna: Prior to COVID, parent appreciation lunch had a very small budget of less than a couple hundred dollars and the rest of the items were donated by parents who for example worked for a beverage company and food was donated by parents. Throughout COVID a couple parents organized the teacher appreciation lunch, they liaised directly with the admin team and asked for donations directly to their personal bank accounts. These parents collected more than enough money for the event. Anna suggested the PAC get involved for more financial transparency. Anna likes the suggestion from Jodie so that people can contribute to the Hot Lunch site. Suggests for next year that the organizers put a suggested donation amount per family and detail what the costs would be covering. This would give parents an option to still bring a potluck item, or to donate money to fund aspects of the lunch.

Camille asked how much Sharmila spent on flowers last year? Marcie answered: \$68

Jodie: Suggested a local Steveston mom who does flowers and is reasonable for costs and is located in the village. Camille will liaise with Jodie.

Carla wrote in text: Super grocer still selling flowers in the parking lot.

- 2024 - 2025 Budget

Miranda: Summarizes we have \$84,000 in operating fund; \$17,000 in gaming fund; \$500 in floats.

Miranda is anticipating \$5000 for hot lunch vendors to still be paid out, along with Triple O's; balloon performers and the DJ for the Derby.

Jarrod asked if we are writing a library commons cheque before the end of year, Miranda answered Yes.

Miranda: ~\$17,000 in gaming funds currently and anticipates we will have ~\$1962 leftover from the gaming fund to carry over to the next school year. Anticipates that we have fundraised ~\$21,000 by the end of the year. The expenses are ~\$66,604. \$56,000 in planned spending so anticipates we will have ~\$36,000 to start the next school year.

For next year/s budget:

Gaming account will have ~\$12,635 for next year. If Miranda copied over our expenses from last year to next year, we would be in a deficit. Therefore, we need to cut expenses 20% across the board to make the numbers balance. The only thing which didn't go down is the BC PAC membership which is a fixed cost.

We can decide to eliminate certain categories, but it is a good starting point to bring our costs in line with what we will receive. Of course, any unspent money from gaming fund this year will be rolled over to next year.

Marcie: Based on Homma's student enrollment we can anticipate receiving \$10,500-\$11,000 from the gaming grant which is based on a set price per student. During those COVID years we had set money aside which was not used as we had less expenditures based on not being able to put on events. We had a bit of a buffer the past couple of years which is now used up. The Gaming funds should be used specifically for things for the kids and there are many rules on what you can or cannot spend it on. If we want to spend more on things, we need to either remove something from the gaming expenses or spend more from the operating account.

Miranda: Estimates we will have ~\$30,000 in the operating account to start the school year. Estimates we fundraise ~\$16,000. (total ~\$46,000). Expenses: we traditionally funded Teachers grants. Teachers get \$300 and \$200 for resource teacher/librarian and relief teachers. Total \$91,000. Teacher's appreciation lunch \$200.

Marcie: Historically, we have tried to carry over to the subsequent year enough to support our spending if we were not to fundraise anything for the next year. We want to hold ~\$21,000 year over year as a buffer. This was very positive through COVID since we couldn't fundraise and could support our spending for the year. The \$24,000 is what we want to match. The base fundraising we did this year is ~\$16,000 but contingent on fundraising. Halloween dance and Bingo events mostly break even.

Derek: The things admin/staff are not asking for are literacy support or mental health workshops, library books and a parent workshop.

Ginny: asking to bump up sports equipment spend to \$2,500

Marcie: Some parents wanted mental health workshops in previous years. Derek commented only 12 people attended the EASE workshop this year. Suggested Miranda can write a note to vote on removing or keeping the mental health workshop in the budget next year for \$1,500.

Beth: Comments that mental health workshops are important. Enjoyed Saleema Noon and Bollywood (Karima Essa).

Marcie: Make sure the wish list items can meet the gaming fund requirements. Gaga ball court, guided reading materials and ipad refresh.

	<p>Marcie and Miranda asked Camille if she had a proposed number for raising the teacher appreciation lunch budget. Camille stated that \$200 is fine given the information received tonight.</p> <p>Derek: Encourages the PAC to consider funding the Gaga ball pit as it will add to the playground without the cost of adding to the playground. Suggests the guided reading materials can be lower on the list. The lease option would be for 3 years for the iPads and would be a 3 year commitment.</p> <p>Miranda clarified for iPad refresh \$15,000 over the course of 3 years so \$5,000 per year.</p> <p>Marcie: Asks if Gaga ball is playground equipment? The answer was yes, therefore gaga ball can be funded by the gaming fund. Miranda made the change.</p> <p>Ginny: Maple man was \$1875 and is suggesting this is a every 2nd year event. Ginny is not sure she can receive the \$700 Core French grant and ask all French teachers to use the \$1000 cultural funds to cover the funds for this item next time. Miranda suggests revisiting this event when planning for next year. Will remove Maple Man from this year's budget.</p> <p>Derek: Ginny has already booked the One-Woman circus and admin will pass the cost of this onto families. It will be ~\$12 per child and families will be asked to pay for this if PAC cannot provide the funds.</p> <p>Marcie suggests we can fundraise for this separately. Ginny suggested that the circus equipment could be a fundraiser after the fact to help pay for the artist fee.</p> <p>Miranda commented we could approve the cost of \$6720 but this will end the year with \$17,000. Corrine commented that she would rather pay \$ than dip into our conservative budget.</p> <p>Ginny: Will put the Taiko drumming on hold as the One-Woman circus needs to be at cost for families already next year. Derek suggested booking Taiko drumming for 2025-26 artist in residence.</p> <p>Miranda changed capital acquisition to \$5000 from \$7,500 in the budget.</p> <p>Jarrod motioned for approving the budget. Corrine approved; Beth/Anna seconded. 10 people approved. The motion was passed by a Majority vote.</p>	
<p>7:20 to 7:50 PM</p>	<p>PAC Planning and Participation Discussion</p> <ul style="list-style-type: none"> ● Pinewood Derby 	<p>Anna Reithmeier</p>

	<p>Anna: we have enough volunteers; we met the minimum order for Triple O's. We have great raffle donations from Steveston businesses. Penny has organized some games; Dessert draw; Balloon twister and DJ. Not the same size as previous Spring fairs without the games rental, but it was less work and is curious to see how many people turn up for the event and how much we fundraise.</p> <p>People do not read the information sent out with their cars, in a stand alone email from Derek, or multiple posts in FB, WhatsApp etc. 20 people dropped off their cars late today after the deadline. This is difficult for parent volunteers to find time to process as well as for office staff Barb and Sandy to have to process these.</p> <p>Anna is putting out a huge thank you to Derek and Ginny as well as Barb and Sandy for all of their help with communication around the Derby and for helping to organize car drop offs.</p>	
<p>7:50 to 8:00 PM</p>	<p>Other business and questions</p> <ul style="list-style-type: none"> ● Executive Acknowledgement <p>We have 2 prior executive members who are leaving Homma this year. Bidding a fond farewell to Marcie Beggs and Anna Reithmeier. Both have helped PAC exec this year to transition and show the current exec the ropes.</p> <p>Special thank you to Derek Cherry for your hard work and for supporting the PAC fully these past 2 years. We have really enjoyed working with you and Derek has made the school a better place.</p> <p>PAC has gifted Anna and Marcie gift certificates from Breakfast Table for Brunch as a thank you for their many years of service.</p> <p>Anna: PAC has been an amazing opportunity to connect and form community with other parents. It will not only benefit the school, but you as a parent as well.</p> <p>Motion to adjourn the meeting: Anna approved. Marcie seconded.</p> <p>Meeting ended 8pm</p>	<p>All</p>

Homma PAC Executive:

- Jarrod Connolly, Chair
- Corrine Haer, Vice-Chair
- Miranda Duffy, Treasurer
- Jennifer Tham, Secretary