

# Senator Patrick Burns Parent Association AGM

Sept 22, 2021 at 6:30pm

Virtual Meeting on Microsoft Teams

Present: Lisa S., Charleen N., Cara H., Joel L.; Supreet; Karilynn S.; Lisbani M.; Ted B.; Jill H.; Nikole N.; Rebecca; Ginger; Darren T.; Jason M.; Toni B.; Jennifer S., Miranda K.; Sara; Jim G.; Supra; Angela; Jen M., Tahirih; Marla; Rajeev S.; Jeff S.; Carrie S.; Diana W.; Tracey; Kristy; Cynthia; Pat; Nikki W.; Chris M.

## Agenda Item

### 1. Welcome – Lisa S.

- Call to order of the AGM at: 6:31 pm
- Approval of Agenda – see electronic copy
  - Motion to accept Agenda by: Lisa S.
  - Seconded by: Cara H.
  - All in favour: Passed
- Introduction of 2019-2020 PA Board Members:
  - Chair - Lisa S.
  - Vice-Chair - Chris M.
  - Treasurer - Charleen N.
  - Secretary - Cara H.
  - **Directors:**
    - Casino - Tania L.
    - General: Keri B., Nidhi N., Christina F.
- Review minutes of last AGM: Oct 20, 2020 – see electronic copy
- Amendments or additions to October 20, 2020 Minutes.
  1. Delete duplicate of Treasurer Report in Minutes.
  2. Change date of next AGM Meeting Date to September 22, 2021

- Motion to accept previous SPBPA AGM minutes by: Lisa S.
- Seconded by: Charlene N.
- All in favour: Passed

## 2. SPBPA 2020-2021 Annual Review - Lisa S.

- Fundraisers
  - No big fundraisers were held in 2020/21 school year
    - Started Skip-the-Depot (proceeds will be claimed this year) and Education Matters (proceeds are sent directly to school)
  - Funding requests approved
    - \$15,315.83 for Indoor/Outdoor Sports Equipment
    - \$6,216.80 for Bike Repair Equipment & shed for Outdoor Ed option
    - \$1,995.65 for Camping Equipment for Outdoor Ed option
    - **Total funding provided for 2021: \$23,528.28**

### Yearly Approved Discretionary Spends

- Bilingual Library Resources - \$2,500
- Teacher's appreciation breakfast in June - \$500
- Total Funds spent for 2020/2021 = **\$26,528.28**

## 3. SPBPA Treasurer Report – Charleen N.

- SPBPA Financial Report and Annual Budget 2019-2020 - see attached financial pages

## 4. Fundraising Plan for 2020-2021 - Lisa S.

- Casino 2020/21 - was postponed. We are in for scheduling in Q1 (Jan-March) of 2022, which means we will receive funds early April.
- Skip-the-Depot - ongoing
- Will continue to promote Education Matters - but funds go directly to the school. Do not come through PA
- Healthy Hunger - previously run by PA - responsibility being moved to school and lunch supervisors
- Any additional fundraising will be decided by the incoming Board

Funds available to for 2021/22:

- \$17,240.86 in the Casino account
  - but we hold back \$2,500 to pay for casino expenses (advisors)
  - So, we have **\$14,740.86 available from Casino account** needs to be used before next casino
  
- \$15,041.40 in Operating account,
  - but we keep \$5,000 available as reserve
  - So, we have **\$10,041.40 available from Operating account**
  - We do have several line items that are part of the annual budget that will come out of that \$10,041.40 if funds allow:
    - up to \$5000 to contribute to bussing for field trips
    - \$500 towards the Teachers' Appreciations
    - \$500 towards the Grade 9 Celebration (if gathering circumstances allow)
  
- PA funding request cycles: October, January, April/May

**5. Funding request discussion.**

- Principal Joel L. voices school's funding requests:
  1. Two 3-D Printers (quality approved by the CBE). Cost including initial filament comes to \$6500.
  2. Robotics material so students can create robots that can complete different tasks. New teacher, with SPB, specializes in Robotics and has already gotten approved grants for the school. High interest shown by students. Competitions are held and this knowledge bridges over into High School and University Courses. Principal Joel is requesting \$3000 towards materials.
  3. Basketball Courts at the rear of the school need replacing.
  
- Parent discussion on above.
  - Jim G. inquired about casino money and spreading it over 2 years. Lisa S. explained that SPBPA does split the funds between the two years.
  - Cara H. voiced a need for Smart Boards for teachers, as brought forth by students at SPB. Principal Joel L. said that Smart Boards have been ordered

however they are on backorder due to lack of “chips” from the manufacturer. 4 Smart Boards expected to arrive in November.

- Oct meeting date - possibly 3rd or 4th week. Parents are invited to join in the discussion. Please email the PA gmail for details  
[spbparentassociation@gmail.com](mailto:spbparentassociation@gmail.com)

**6. Motion to continue to hold PA meetings via virtual mediums as needed (eg. Google Meets/MSTeams) due to Covid-19 restrictions/precautions.**

- Motion to accept by: Lisa S.
- Seconded by: Ted B.
- All in favour: Passed

**Motion to continue hold PA votes via email if necessary due to Covid-19 restrictions/precautions.**

- Motion to accept by: Lisa S.
- Seconded by: Cara H.
- All in favour: Passed

**7. SPBPA Elections - Lisa S.**

- Positions being held over
  - Chair, Treasurer, Casino Director, General Director (1)
- Just a FYI to get people thinking about next year, this is Cara’s (secretary) last year at the school so if anyone is interested in being secretary, it might be good to come onto PA now as a general director to learn about PA
- It is also Lisa’s year. Chris is watching intently to take over the Chair position so, Vice Chair will be open next year as well.
- 2021-2022 Board positions open for nominations are:
  - Vice Chair - position has been held for 2 years so must be voted back in  
Chris M. will let her name stand
  - Secretary- position has been held for 2 years so must be voted back in  
Cara H. will let her name stand
  - 3 Directors positions open
    - Lisa S. nominates Chris M. for Vice Chair
    - Motion to accept Chris M. as Vice Chair: Lisa S.
    - Seconded by: Ted B.

- All in favour: Passed
  
- Lisa S. nominates Cara H. for Secretary
- Motion to accept Cara H. for Secretary: Lisa S.
- Seconded by: Charleen N,
- All in favour: Passed
  
- Lisa S. nominates Jim G. for General Director
- Motion to accept Jim G.as Director: Lisa S
- Seconded by: Ted B.
- All in favour: Passed
  
- Lisa S. nominates Cynthia for General Director
- Motion to accept Cynthia as Director: Lisa S.
- Seconded by: Charleen N.
- All in favour: Passed
  
- Lisa S. nominates Jeff S. for General Director
- Motion to accept Jeff S. as Director: Lisa S.
- Seconded by: Charleen N.
- All in favour; Passed

## **8. Recognition of past/outgoing Board Members**

- Nidhi N., Christina F. - thank you for joining PA last year and for volunteering your valuable time to help on the Parent Association. We wish them both the best.

**Meeting Close**

## **9. Adjournment**

- Next AGM Meeting date: Next AGM Meeting date: Sept 20, 2022 (or 1st School Council Meeting)
  - Motion to accept by: Lisa S.
  - Seconded by: Ted B.
  - All in favour: Passed

Adjourn Meeting @ 7:10 pm  
Minutes by: Cara H.

# Senator Patrick Burns Parent Association AGM

Sep 22, 2021 at 6:30pm

Virtual Meeting

Present:

Absent:

Agenda Item

## 1. Welcome – Lisa S.

- Call to order
- Approval of Agenda – electronic copy posted on school website
- Introduction of 2020-2021 PA Board Members:
  - Chair- Lisa S.
  - Vice-Chair- Chris M.
  - Treasurer- Charleen N.
  - Secretary- Cara H.
  - Directors - Casino Director - Tania L., Keri B., Nidhi N., Christina F.
- Review minutes of last AGM: September 22, 2020 – electronic copy

## 2. SPBPA 2020-2021 Annual Review - Lisa S.

## 3. SPBPA Treasurer Report – Charleen N.

- SPBPA Financial Report and Annual Budget 2020-2021

## 4. Fundraising Plan for 2020-2021 - Lisa S.

## 5. Funding Request presentation and discussion - Principal

## 6. Motion to continue hold PA meetings via virtual mediums (eg. Google Meets) and PA votes via email if necessary due to Covid-19 restrictions/precautions.

## 7. SPBPA Elections - Lisa S.

- Positions being held over
  - Chair, Treasurer, Casino Director, General Director (1)
- 2020-2021 Board positions open for nominations are:
  - Vice Chair - Chris M. will let name stand
  - Secretary- Cara H. will let name stand
  - Directors (3 positions)

## 8. Recognition of past/outgoing Board Members

## 9. Adjournment

Next AGM Meeting date: Sept 20, 2022 (or 1st School Council Meeting)

Senator Patrick Burns Parent Association				
Income Statement and Statement of Equity				
September 1 2020 - August 31 2021				
		Operating	Casino	Total
Revenue		\$27,267.28	\$32,359.74	\$59,627.02
Fund Transfer from Operating To Casino		-\$9,249.40	\$9,249.40	
Total Revenue		\$18,017.88	\$41,609.14	\$59,627.02
<b>Expenditures</b>				
School Support		\$2,500.00	\$23,528.28	\$26,028.28
Fees and Service Charges			\$840.00	\$840.00
General & Administrative		\$476.48		\$476.48
Fundraiser Expenses				
Total Expenditures		\$2,976.48	\$24,368.28	\$27,344.76
Equity on September 1, 2020		\$18,017.88	\$41,609.14	\$59,627.02
Revenue/Expenditures for year		\$2,976.48	\$24,368.28	\$27,344.76
Equity on Aug 31 2021		\$15,041.40	\$17,240.86	\$32,282.26
Bank Statement		\$15,041.40	\$17,240.86	\$32,282.26
Prepared by: Charleen Nickel		Date:	August 31, 2021	
SPBPA Treasurer				
Reviewed by:		Date:	September 4, 2021	
Lisa Schaffer Chair				
Reviewed by:		Date:	September 4, 2021	



<b>Senator Patrick Burns Parent Association</b>					
<b>Balance Sheet</b>					
<b>As of August 31 2022</b>					
<b>ASSETS</b>					
Operating account	\$15,041.40				
Casino Account	\$17,240.86				
Total Assets	\$32,282.26				
<b>LIABILITIES</b>					
Committed Funds		\$0.00			
Total Liabilities		\$0.00			
<b>Total EQUITY</b>		<b>\$32,282.26</b>			
Prepared by: Charleen Nickel			Date:	August 31, 2021	
SPBPA Treasurer					
Reviewed by:			Date:	September 4, 2021	
Lisa Schaffer	Chair				
Reviewed by:			Date:	September 4, 2021	

Senator Patrick Burns Parent Association					
Budget for 2021-2022 Fiscal Year					
September 1, 2021 - August 31, 2022					
Revenue	Operating	Casino / Raffle(s)	Total		
Carryover Funding	\$15,041.40	\$17,240.86	\$32,282.26	Fundraising 20201/2022(if possible)	
Fundraising(net of proceeds)	\$500.00	\$67,000.00	\$67,500.00	Casino	\$65,000.00
Total Revenue	\$15,541.40	\$84,240.86	\$99,782.26	Cinco de Mayo/Raffle	\$2000.00
				Skip The Depot - Bottle Drive	\$500.00
				Other	
<b>Expenditures</b>				Total Possible Increased Revenue	\$67,500.00
Insurance		\$840.00	\$840.00		
Bussing	\$5,000.00		\$5,000.00		
Bilingual Library Resources		\$2,500.00	\$2,500.00	<b>Requests</b>	<b>Amount</b>
Teacher's Appreciation(2021-22)	\$500.00		\$500.00		
Grade 9 Celebration Support	\$500.00		\$500.00		
Future School Requests (Avail Funding)					
Reserve	\$5,000.00	\$2,500.00			
Total Expenditures	\$11,000.00	\$5,840.00	\$16,840.00		
Avail. Funding for school support	\$4,541.40	\$78,400.86	\$82,942.26		
				Total \$ Amount of Requests	\$0.00

### Approved Funding Requests

	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	Total to Date
<b>Science</b>									
- Lab coats				\$1,365.00					
- Boreal digital microscope				\$1,018.00					
- Lab equipment and materials						\$4,099.52	\$2,500.00		<b>\$8,982.52</b>
<b>Physical Education</b>									
- Team jerseys					\$5,553.00	\$4,110.00			
- Equipment					\$9,100.98			\$2,715.00	
- High jump mats						\$1,800.00			
- New climbing wall equipment							\$600.00		
- Climbing ropes						\$882.00			
- Westling mat			\$13,023.87						
- Disc Golf - 16 sets		\$1,832.29							
- Indoor/Outdoor Activity EQP	\$15,315.83								<b>\$54,932.97</b>
<b>Learning Commons</b>									
- 4 27" Macs					\$10,396.00				
-15 Mac laptops					\$15,798.00				
- Bilingual Library Resources	\$2,500.00	\$2,500.00	\$2,500.00		\$2,000.00	\$2,500.00			
- Learning Commons upgrade						\$28,000.00			<b>\$66,194.00</b>
<b>Electronics</b>									
- 40 Chromebooks		\$19,136.57							
- 20 Chromebooks		\$11,017.50							
- Chromebook cart #1		\$2,551.43							
- Chromebook cart #2		\$2,551.43							
- Classroom set of 10 iPads			\$297.90						
- Classroom set of 10 iPads (2 sets)			\$8,278.20						
- SMART L/R projectors								\$13,091.74	
- Mac books and cart								\$31,746.00	
- Back up server								\$2,466.45	<b>\$91,137.22</b>
<b>Art</b>									
- Print press					\$966.00				

- Kiln					\$5,057.00				
- Furniture				\$15,221.63					
- Digital cameras				\$4,793.00					<b>\$26,037.63</b>
<b>Artist In Residency</b>									
- Urban Artist-In-Residency/Slam Poetry					\$6,000.00				
- Trickster Theatre Residency							\$5,840.63		
- Sound Kreations Dance Residency			\$4,977.00						<b>\$16,817.63</b>
<b>Courtyard Rejuvenation</b>									
- CIPP grant						\$25,000.00			
- PA contribution						\$10,000.00			<b>\$35,000.00</b>
<b>Foods</b>									
- Equipment					\$1,000.00				<b>\$1,000.00</b>
<b>Music</b>									
- Instruments/equipment				\$15,055.95	\$12,460.00				<b>\$27,515.95</b>
<b>Robotics</b>									
- Robotics kits								\$4,813.00	
- Lego Mindstorm Robotics			\$1,679.96						<b>\$6,492.96</b>
<b>WiFi - wireless network</b>									
- Wireless cabling							\$21,000.00		
- Hardware associated with wiring upgrade (access points)							\$19,000.00		<b>\$40,000.00</b>
<b>Video Conference Centre</b>									
- Furniture								\$6,576.00	<b>\$6,576.00</b>
<b>Industrial Arts</b>									
- Tools								\$560.00	<b>\$560.00</b>
<b>Outdoor Education</b>									
- Bike Repair Equipment	\$6,216.80								
- Camping Gear	\$1,995.65								<b>\$8,212.45</b>
<b>Spirit Events</b>									
- In school events (e.g., dances, Terry Fox Run)						\$1,764.00	\$2,500.00		
- Staff welcome back BBQ/ Breakfast		\$488.87	\$500.00		\$350.00	\$500.00	\$500.00		
- Grade 9 celebration			\$500.00			\$500.00			

- Field trip transportation		\$8,045.54	\$10,322.32	\$7,367.43	\$3,500.00		\$2,500.00		<b>\$39,338.16</b>
<b>Yearly Total</b>	<b>\$26,028.28</b>	<b>\$48,123.63</b>	<b>\$42,079.25</b>	<b>\$44,821.01</b>	<b>\$72,180.98</b>	<b>\$79,155.52</b>	<b>\$54,440.63</b>	<b>\$61,968.19</b>	<b>\$428,797.49</b>

**Fundraisers**

<b>Casino</b>			\$70,219.87		\$64,700.00				<b>\$134,919.87</b>
<b>Chocolates</b>					\$21,803.00	\$24,000.00			<b>\$45,803.00</b>
<b>Silent Auction</b>									<b>\$0.00</b>
<b>Healthy Hunger</b>		\$8,045.54	\$10,322.32	\$7,367.43					<b>\$25,735.29</b>
<b>Cinco de Mayo Pub Night (tickets and games)</b>			\$869.82	\$964.96					<b>\$1,834.78</b>
<b>Raffle</b>			\$1,427.32						<b>\$1,427.32</b>
<b>WestJet Raffle</b>		\$7,563.75		\$5,610.00		\$18,246.00			<b>\$31,419.75</b>
<b>Skip-the-depot</b>									<b>\$0.00</b>
<b>Yearly Total</b>	<b>\$0.00</b>	<b>\$15,609.29</b>	<b>\$82,839.33</b>	<b>\$13,942.39</b>	<b>\$86,503.00</b>	<b>\$42,246.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$241,140.01</b>

## **SPB Parent Association Mandate:**

**To ensure that the fundraising dollars of SPB are allocated in a fair and equitable way while upholding the goals and by laws of the SPB Parent Association.**

**When making decisions the goal of the PA board is to make every effort to balance the different curricular areas that are supported and fund requests that will benefit as many students as possible.**

# Senator Patrick Burns Parent Association Project Funding Process

