**Sir Charles Tupper Secondary Parent Advisory Committee (PAC)**

**TREASURER’S REPORT - October 19, 2016**

**WELCOME & OVERVIEW OF PAC ACCOUNTING**

**1 - FUNDING SOURCES OVERVIEW –**

1. **Casino Funds** ($20/student x 997 students for 2016/2017) - **$19,940**
2. **Fundraising and Grant Applications**
3. **Personal Donations / Direct Appeals to Parents/Family/Community**
4. **In-Kind Donations & Sponsorships** – goods & services – e.g. for 2016, teacher requests, in kind donations would make our limited PAC casino funds go further – let us know if you or someone you know can donate from the list attached, or offer at pro-rated pricing.

**FUNDRAISING**

PAC runs a few fundraisers each year, including Tupper Wear (branded clothing) and a Film & Fun night. In recent years we’ve helped fund Grade 8 camp; however, thanks to a local Trust and Dr Sheik’s solid advocacy, Tupper has secured ongoing funding to allow Grade 8 camp to continue (~$8k/yr). Other fundraising and direct appeals for donations are contemplated for the future.

**BANKING & BALANCES**

As of **October 18, 2016**, balances are:

Operating Account: **$ 5,070.88** (for all fund-raising, projects, grant-writing, etc)(recommended to keep balance of $2-3k)

Gaming/Casino Account: **$19,941.26** (for BC Gaming grant fund re-distribution only, for extracurriculars)

**2016-17 GAMING FUNDS & TEACHER REQUESTS**

This month, we received our 2016-17 Gaming Grant in the amount of **$19,940.00.**

Combined with our unspent balance from prior years (~$2k from Operating) we have approx. **$22 k to allocate this year.**

**Teachers have requested nearly $43 k from PAC funding.**

(Last year, 2015-16 teacher requests were $46k, and PAC had ~$31 k to allocate, as some $9 k in unused Operating account were transferred, and an extra ~$3 k Gaming Grant provided.)

**2016-2017 BUDGET & FUNDS ALLOCATION**

This October PAC meeting will focus on the budget & allocation of these funds.

**Attached you will see 3 Statements to support our decision-making process:**

* an overview of our 2 bank accounts
* a detailed list of current teacher / dept / club funding requests
* a historical overview of requests and reimbursements, along with 3 recommendations for dispersal.

**At the end of the meeting we will vote on one of these proposals, or a variation thereof, and on the PAC budget.**

Thank you. May we continue to support and enhance the Tupper community, and together with the wonderful Tupper teachers & administrators, build a bright and boundless future for our children.

Sincerely,

Jill Townsend, PAC Treasurer

**Appendix 1: List of Needed Donations for Tupper Secondary - Direct Appeal for 2016-2017 In-Kind Donations & Sponsorships**

***1 - Food, Catering, Grocery Cards, Cooking Supplies (TOTAL $3,450)***

i) Homework Club - food/snacks/catering ($1300 for year, 2x week)

ii) Life Skills dept - cooking supplies ($400) & grocery gift cards ($200)

iii) Student Voice – food for kids and teachers ($400)

iv) Youth 4 Change – 2 pizza parties ($200)

v) ESL / ELL – Family Night food/entertainment ($200)

vi) Athletics – food and supplies for student volunteers at Elementary sports days ($500)

vii) Community School Team – food ($250)

***2 - Restaurants & Bakeries (TOTAL $2,050)***

i) French Restaurant ($1800 for 120 kids)

ii) French Bakery ($150 for 150 kids)

iii) Spanish Restaurant ($100 for 20 kids)

***3 - Technical Equipment & Tools – Cameras, Lighting, Sound, Wood Tools (TOTAL $6,200)***

i) Yearbook Photos Club – 2 DSLR cameras + lenses ($1100, or $550 for one)

ii) Auditorium – ellipsoidal lighting ($2k); lockable cover/install for sound system ($2k); sound mixer ($600)

iii) Inventor’s Club – wood tools for carving, wood, wheels ($500)

***4 - Sporting Goods (TOTAL $4500)***

i) Athletics – table tennis (2 tables), floorball, tchoukball, 2 softball bats & catcher mitt, discus for track and field, floorball set

***5 - Clothing, Uniforms (TOTAL $4500 approx)***

i) Best Buddies – t-shirts for 75 kids ($1290)

ii) Basketball Uniforms -$3000, or $100 per uniform for 100 kids

iii) Link Crew – t-shirts (tbd)

***6 - Services – Copying, Spa, Engraving/Awards (TOTAL $1,820)***

i) Tupper Times paper – 100 copies, 4 issues - copying services ($300)

ii) Tupper Young Parents – Spa Day $720 for 15 kids

iii) Scholarship Committee – grad and top athlete plaques, awards, gavel - plus engraving ($800)

GRAND TOTAL = $22,520 goods/services

Total Teacher Requests are $42,670 this year - if all or even a portion of the above is donated, the PAC and Tupper Community could fund ALL or MOST Requests, instead of the 50% possible within our existing budget.

Let me know if any of you can help out!

**Appendix 2: Draft motions to support the new budget, and allocation of funds, are below.**

*Motion #1 – I move that $2,070.00 be transferred from the PAC Operating Account, to the PAC Gaming Account, to help fund Teacher Requests for the 2016-2017 year.*

*Motion #2: I move that Proposal #\_\_ be adopted, with respect to the funds PAC will provide in response to Teacher Requests for the 2016-2017 year.*

*Motion #3: I move that a direct appeal be made to the Tupper Parent/Family Community, for direct cash donations, and In-Kind Donations/Sponsorship, be made, over the next 3 weeks. The Additional donations/monies will be applied to more fully meet Teacher Requests, with allocation to be presented / voted on, at the Nov/2016 PAC meeting.*