



## CHHS Parent Society MINUTES - AGM

Date: **September 23, 2024 @**

Location: **Learning Commons, 2nd Floor, CHHS**

### **Attendees:**

Shivi Thusoo, Mari Decker, Jason Ngon Le, Bao Hong Tran, Justin Thompson, Melanie Dugger, Melanie MacDonald, Karen Lloyd, Joanna Gostola, Allison Colpitts, Tracey Vincent, Brian Deschamps, Ted Bahr, Linden Achen, Sandy McGrath, Sonya McGrath, Beth Reinhart, Lisa Makinen, Jon Savary, Scott Fulton, Joel Leavitt, Sandra Kam

1. Call Meeting to Order at 7:51 pm
2. Meeting Agenda
  - a. Additions to agenda
    - i. Added a section new business regarding the taking back of \$16K for the social studies computers.
3. Approval of today's agenda
  - a. Motion to approve agenda by Scott Fulton and seconded Lisa Makinen.
    - i. Motion passed.
4. Approval of meeting minutes from June 10, 2024
  - a. Edit to the minutes to correct the date from June 9, 2024 to June 10, 2024.
  - b. Motion to approve minutes by Melanie MacDonald and seconded by Lisa Makinen.
    - i. Motion passed.
5. Treasurer's Report by Tracey Vincent
  - a. Copy of 2023/2024 Year-end Financials is attached.
  - b. The year-end financial statements were also presented at the June 10, 2024 meeting.
  - c. The society had 85K invested in GICs which earned \$750 in interest.
  - d. The society received 81K from the casino and spent almost \$47K to support school projects. A list of the projects can be found on the financial statements.
6. By-Law Update Process
  - a. Brian will be updating the bylaws using the AGLCs approved bylaw template. Brian is planning on having a draft version to share at October's meeting for discussion. Voting on the revised by-laws will take place at November's meeting.
7. Spending updates:
  - a. Robotics – This project is now complete and the project account is closed.
  - b. Pug Mill – Total cost was \$5670

- c. Auto Shop Tools – This project is on-going.
- d. Science – This project is on-going.
- e. CTS Photography – Memory cards are being investigated for this project.
- f. Learning Commons – Utilized allocated funds and has \$27 remaining.
- g. Cutting Table (Formerly Forge) – Ongoing
- h. Volleyball – Almost of the requested equipment has been purchased to date, we are waiting on a few outstanding items.
- i. Social Studies - Chrome Books & Cart – The school has decided to hand the \$16K back to the society as it is funded for these items next year.
- j. ELA – DVD Bluetooth player & Speakers – CBE was reluctant to purchase these items due to the dated nature of the DVD technology. The teacher has gone ahead and purchased these items because although the DVD technology is older, the school has several learning tools that work well for students who are ELA. The society will reimburse the teacher directly.
- k. Construction & Cabinet Making Tools – This project is now done.
- l. Theatre Lighting – We are waiting on one more item to be received and invoiced and then this project will be closed.
- m. Sewing Machines – The machines were purchased for \$6K. They were funded for \$7.5K so the additional funds can be rolled back into the society. Project is now closed.
- n. Wrestling Mats – This project was approved in June 2023 for \$20K. It will be 38 weeks until the school receives these mats.

8. Society plans for 2024/2025

- a. Update the bylaws
- b. Casino in the spring of 2025, with funding expected to be received in August.

9. Election of Executive

- a. Chair - Brian DesChamps nominated by Sandra Kam, seconded by Tracey Vincent.
  - i. Nomination passed.
- b. Vice Chair – Scott Fulton nominated by Brian DeChamps, seconded by Lisa Makinen.
  - i. Nomination passed.
- c. Secretary – Sandy McGrath nominated by Sandra Kam and seconded by Brian DeChamps.
  - i. Nomination passed.
- d. Treasurer – Tracey Vincent nominated by Allison Colpitts and seconded by Beth Reinhart.
  - i. Nomination passed.
- e. Casino - Janni Zemp nominated by Sandra Kam and seconded by Beth Reinhart.
  - i. Nomination passed.

10. New Business

- a. CHHS is funded next year by the CBE to purchase computers for Social Studies. If Council funds these computers this year, then the CBE pulls back the money. Principal Leavitt is returning the \$16K that was originally allocated for the Social Study computers this year, so it can be spent on something else.
- b. Motion: Brian DesChamps motions for the Society to pull back the \$16K that was allocated for the Social Studies computers and cart. Lisa Makinen seconds.
  - i. Motion passed.

11. Next Meeting: 6:30 pm, CHHS Learning Commons, Monday, October 28, 2024

12. Adjournment – 8:13 pm

# CRESCENT HEIGHTS HS - PARENT SOCIETY - CASINO ACCOUNT - FINANCIAL STATEMENTS

## STATEMENT OF OPERATIONS

|                                                         | CURRENT YEAR                     | PRIOR YEAR                       |
|---------------------------------------------------------|----------------------------------|----------------------------------|
|                                                         | (June 1, 2023 -<br>May 31, 2024) | (June 1, 2022 -<br>May 31, 2023) |
| <b>REVENUES</b>                                         |                                  |                                  |
| Casinos (Note 2)                                        | \$ 80,843.73                     |                                  |
| Interest earned on GIC's redeemed                       | \$ 1,704.93                      |                                  |
| Accrued Interest on GIC's not yet redeemed              | \$ 750.82                        |                                  |
| <b>TOTAL REVENUES</b>                                   | <b>\$ 83,299.48</b>              | <b>\$ -</b>                      |
| <b>EXPENDITURES (Note 1)</b>                            |                                  |                                  |
| Learning Commons                                        | \$ 4,871.28                      | \$ 1,970.96                      |
| CNC Plasma Cutter                                       | \$ 2,227.62                      |                                  |
| English Department Technology                           | \$ 1,648.43                      |                                  |
| Theatre Lighting                                        | \$ 5,649.77                      |                                  |
| Construction & Cabinet Making Tools                     | \$ 2,186.96                      |                                  |
| Fashion Studies Sewing Machines                         | \$ 5,831.76                      |                                  |
| Pugmill                                                 | \$ 5,584.38                      |                                  |
| CTS Photography                                         | \$ 8,369.69                      |                                  |
| Science                                                 | \$ 574.84                        |                                  |
| Automotive                                              | \$ 569.71                        |                                  |
| Robotics                                                | \$ 8,991.85                      |                                  |
| Welding Ovens                                           |                                  | \$ 1,626.72                      |
| Athletic Shade Tent                                     |                                  | \$ 2,904.93                      |
| Foods Equipment                                         |                                  | \$ 1,492.88                      |
| Football Pads                                           |                                  | \$ 7,400.00                      |
| Liability Insurance                                     | \$ -                             | \$ 144.56                        |
| Bank Fees                                               | \$ 11.70                         | \$ 1.95                          |
| <b>TOTAL EXPENDITURES</b>                               | <b>\$ 46,517.99</b>              | <b>\$ 15,542.00</b>              |
| <b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b> | <b>\$ 36,781.49</b>              | <b>\$ (15,542.00)</b>            |

Note 1 - Commitments of \$61,000 remain with pending expenditures. Expenditures will be reflected in Financial Statements when invoiced by CHHS.

Note 2 - Casino: Current Year (Oct 20 & 21, 2023); Prior Year (None)

## CRESCENT HEIGHTS HS - PARENT SOCIETY - CASINO ACCOUNT - FINANCIAL STATEMENTS

### STATEMENT OF FINANCIAL POSITION (Note 1)

|                                             | AS AT MAY 31, 2024   | AS AT MAY 31, 2023  |
|---------------------------------------------|----------------------|---------------------|
| <b>ASSETS</b>                               |                      |                     |
| Cash (TD Bank Account)                      | \$ 28,291.04         | \$ 3,133.58         |
| Accounts Receivable                         | \$ -                 | \$ -                |
| Investments (GICs) - Invested Principal     | \$ 85,000.00         | \$ 50,000.00        |
| Investments (GICs) - Accrued Interest       | \$ 750.82            | \$ -                |
| <b>TOTAL ASSETS</b>                         | <b>\$ 114,041.86</b> | <b>\$ 53,133.58</b> |
| <b>LIABILITIES</b>                          |                      |                     |
| Accounts Payable (Outstanding Cheques)      | \$ 24,126.79         | \$ -                |
| <b>TOTAL LIABILITIES</b>                    | <b>\$ 24,126.79</b>  | <b>\$ -</b>         |
| <b>NET ASSETS (ASSETS LESS LIABILITIES)</b> | <b>\$ 89,915.07</b>  | <b>\$ 53,133.58</b> |

Note 1 - \$61,000 of commitments with expenditures remaining have not yet been reflected in Financial Statements

### STATEMENT OF CHANGES IN NET ASSETS

|                                                   | CURRENT YEAR        | PRIOR YEAR          |
|---------------------------------------------------|---------------------|---------------------|
| BALANCE, BEGINNING OF YEAR                        | \$ 53,133.58        | \$ 68,675.58        |
| EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES | \$ 36,781.49        | \$ (15,542.00)      |
| BALANCE, END OF YEAR                              | <b>\$ 89,915.07</b> | <b>\$ 53,133.58</b> |

This financial statement has been prepared by:

Tracey Vincent JV  
Print Name and Sign

Treasurer  
Position

June 10, 2024  
Date

## CASINO ACCOUNT COMMITMENT / EXPENDITURE STATUS (AS AT MAY 31, 2024)

|                                                            | Committed     | Decommitted  | Expenditures  | Remaining    |
|------------------------------------------------------------|---------------|--------------|---------------|--------------|
| Wrestling Mats                                             | \$ 20,000.00  | \$ -         |               | \$ 20,000.00 |
| Learning Commons                                           | \$ 5,000.00   | \$ -         |               | \$ 128.72    |
| Sept 25, 2023 (CNC Plasma Cutter - reallocated from Forge) | \$ 5,000.00   | \$ -         | -\$ 4,871.28  | \$ 2,772.38  |
| Sept 25, 2023 - English Department Technology              | \$ 3,500.00   | -\$ 1,851.57 | -\$ 2,227.62  | \$ -         |
| Sept 25, 2023 - Theatre Lighting Upgrade                   | \$ 7,000.00   | \$ -         | -\$ 1,648.43  | \$ 1,350.23  |
| Sept 25, 2023 - Construction & Cabinet Making Tools        | \$ 5,400.00   | \$ -         | -\$ 5,649.77  | \$ 3,213.04  |
| Sept 25, 2023 - Fashion Studies Sewing Machines            | \$ 7,500.00   | -\$ 1,668.24 | -\$ 2,186.96  | \$ -         |
| Mar 18, 2024 - Pugmill                                     | \$ 6,000.00   | \$ -         | -\$ 5,831.76  | \$ 415.62    |
| Mar 18, 2024 - CTS Photography                             | \$ 8,500.00   | \$ -         | -\$ 5,584.38  | \$ 130.31    |
| Mar 18, 2024 - Volleyball                                  | \$ 5,500.00   | \$ -         | -\$ 8,369.69  | \$ 5,500.00  |
| Mar 18, 2024 - Science                                     | \$ 17,000.00  | \$ -         | \$ -          | \$ 16,425.16 |
| Mar 18, 2024 - Automotive                                  | \$ 11,500.00  | \$ -         | -\$ 574.84    | \$ 10,930.29 |
| Mar 18, 2024 - Robotics                                    | \$ 9,200.00   | \$ -         | -\$ 569.71    | \$ 208.15    |
|                                                            | \$ 111,100.00 | -\$ 3,519.81 | -\$ 46,506.29 | \$ 61,073.90 |