



## PAC MINUTES

October 3, 2022 @ 6:30pm via Teams | *Meeting called to order by* Laura Grier

### In Attendance

Allison Volk (Vice Principal), Laura Grier (President), Cathy Ho (Co-Vice-President), Elena Han (Co-Vice-President), Bonnie Zheng (Treasurer), Victoria Yang (Secretary), Sandy Shi (Lunch Day Coordinator), Yojana Rampersaud, Ivy Yeo, Melody Qian, Rishi, Shannon-Rose King

### Agenda Items

1. Follow up items from the PAC Meeting on Monday February 7<sup>th</sup>:

Heather/Allison:

- a. What objects/wording have teachers/staff decided we should put on the fence facing 160<sup>th</sup> Street?
  - Designs chosen: flowers/bumblebees/butterflies.
  - Words: belonging/kindness/teamwork/growth
  - Wood has been purchased and the designs are with Mr. Lim at the High School.
- b. Have the new sports jerseys come in?
  - Not yet but they should be in before the start of Volleyball season on October 24<sup>th</sup>.
  - What is our jersey policy so that jerseys don't go missing? Can they be signed out by students or kept at school and washed as needed?

PAC:

- a. Are there any funds that need to be used in this school year before they expire (from the grant received in the 2019/20 school year)?
  - \$5,151 needed to be used before September 30<sup>th</sup>. A cheque for \$5,900 was given to the school (Jerseys: \$2,400, Library books for extracurricular purposes: \$1,000, Busses for field trips: \$2,500).
- b. Replacement of Digital Sign outside school?
  - Laura is waiting for two quotes from sign companies to see what the cost is to replace the sign. To discuss at next PAC Meeting.
  - If the cost is reasonable, an option would be to run a Donation Drive to come up with the funds needed and/or possibly use some of the funds in our contingency.

2. Meet the Teachers BBQ (Thursday September 22<sup>nd</sup>)

- a. School Cash Online – money is held at the District
  - Profit was \$394; sales were \$697.50 online, \$62 for teachers orders and \$173.50 in cash sales that night.

3. Lunch Days

- a. New ordering system – <https://erma.hotlunches.net>
  - New website (Hotlunches.net) is much more user friendly/cheaper than the previous website (munchalunch.com).
  - It is based out of Victoria.
- b. Foodsafe certificate
  - Elena completed her Foodsafe course and has her certificate.
  - Fruit & Veggie program is starting on October 19<sup>th</sup>.

4. Book Fair
  - a. How much was made at the Book Fair in May of last school year?
    - \$2,002.30 was made in the four days that it ran.
  - b. Should we hold 1 or 2 Book Fairs?
    - This will depend on whether we can find volunteers to help organize/run the events.
  - c. Time of year?
    - If we run two, are Mrs. Sturn and the Gym available in November? In May?
    - The week of May 12<sup>th</sup> there will be Student Led Conferences where there will be early dismissal; may be a good opportunity to hold it this week.
5. Team sports?
  - Volleyball will start October 24<sup>th</sup> until the end of November / basketball / badminton / ultimate / track & field are options that are being explored.
6. Treasurer's Update
  - a. General Account
  - b. Gaming Account
  - c. GIC Account
  - d. What were the total profit/expenses for Fundraising efforts in the 2021/22 school year?
    - Information for all four items above are included in the attached Treasurer Report.
  - e. Grant for 2022/23 school year received.
    - \$7,960 was received from the Government. Based on \$20/student = 398 students.
    - This school year we have 405 students enrolled at the school.
7. Vote on PAC Meetings (November 14/February 6/May 8)
  - a. Should we move them to 4:30pm?
    - 6 voted in favour of moving the meetings back to in person and at 4:30pm (Laura, Bonnie, Sandy, Yojana, Shannon-Rose, Melody) / non opposed / Allison (and on behalf of Heather) confirmed that they can make either work.
  - b. Should we move them back to the School Library?
    - If we move back to in person meetings, they will be held in the Library.
8. Principal's Update/Teacher Wishlist
  - Sports Day ribbons \$250
  - Fraser Heights Scholarship \$500
  - Field trips \$4,050
  - First Aid – they are waiting on the cost to book (tbd)
  - 23 Full Time Educators – would be happy with whatever the PAC is able to provide (ie. \$100-\$150/FTE)
  - Allison/Heather will email the PAC with a complete Teachers Wishlist.
9. Parent Questions?
  - How can we make the staff parking lot safer? Parents have witnessed people doing drop-offs & pick-ups in the lot and in an unsafe manner.
  - Can we do a reminder email/message about staff parking lot not being a student drop off area?
  - How can we make sure families know about additional funds available if needed?

## Erma School Year End PAC Treasurer Report

September 2021 - June 2022

### INCOME

#### Fundraising

Lunch sold through venders	
Revenue	\$ 8,832.49
Expenses	6,866.85
Net Profit	<u>1,965.64</u>

Lunch & treats sold by PAC	
Revenue	2,119.20
Expenses	907.20
Net Profit	<u>1,212.00</u>

Christmas Raffle Ticket	652.72
Photo day fundraising	650.00
Purdys chocolate sale	265.26
Scholastic Book Fair	2,002.30
Parents donation drive	3,665.00
<b>Total Fundraising income</b>	<b><u>10,412.92</u></b>

#### Fund from school district

Surrey School Fund	186.00
Community gaming grants	8,360.00
<b>Total Fund from school district</b>	<b><u>8,546.00</u></b>

### TOTAL INCOME

**18,958.92**

### EXPENSES

Munchlunch annual fees for June/2022	268.80
Hotlunch new website annual fees for June/2023	236.25
Fund to Erma School for activities	1,110.00
Teacher Appreciation lunch and gifts	482.84
Other Kitchen supplies	82.66
cheque charge	35.15

### TOTAL EXPENSES

**2,215.70**

### NET INCOME

**\$ 16,743.22**

### ACCOUNT BALANCES

Cash on hand	393.84
TD General account	28,567.24
TD Gaming account	22,076.46
TD GIC saving account	10,653.26
Funds at District from Donation Drive	3,665.00

### TOTAL FUND

**\$ 65,355.80**