

# **École Peace Arch Elementary**

## **Minutes of the Monthly Meeting of the PAC**

### **February 21, 2023 – 6:30 PM**

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*"We would like to acknowledge that the lands on which we work, play, and learn, are on the shared traditional territory of the Katzie, Kwantlen, Semiahmoo, and other Coast Salish Peoples."*

**Location of Meeting:** School Library

**Present at meeting:** President – Kirsten Yanicki                      Vice President – Sarbjit Sahota  
   Treasurer – Tana Jennings                      Secretary – Alita Roberts

Attendees – Kirsten Yanicki, Kristy Crnkovich, Tana Jennings, Alita Roberts, Kristen Fryer, Mikki Kinnaird , Shannon Versluis , Phil Linklater, Amy Archibald, Tia Ball, Jennifer Smith, guest

Meeting called to order 6:37pm

#### **Introductions**

#### **Principal's Message –Phil and Kristy**

- Outdoor Kitchen is restocked. Simran's class will lead the assembly
- Sensory Pathway preparation (most likely after spring break)
  - Pressure washer or leaf blower needed
  - Volunteers needed
  - Good weather needed
  
- March 7<sup>th</sup> donut day
- Curling end of April. 2 weeks long
- Ideas for the gaming funds:
  - Kiln
  - Art performances (Art starts, waiting to hear back from them). If not this year, next year.
  - Gaga ball
  - Outdoor equipment? Spikeball, flag football (replacing old equipment)
- Staff have really liked the assemblies, the gathering and school community building.

#### **PAC Presidents report- Kirsten Yanicki**

- Guest presenter has been booked.
  - Deborah MacNamara
  - Topic is Anxiety.
  - March 29 6:30-8:00pm at Peace Arch Elementary

- 2<sup>nd</sup> presentation, in Partnership with South Meridian and Jessie Lee.
  - Topic: Technology Solutions. Dr. Shimi Kang
  - Hybrid (online and in person). Online and at South Meridian Elementary
  - April 20, likely the same time.
- Home alone course. Pro D day May 29<sup>th</sup>
  - For Peace Arch students there will be 15 spots for Home Alone (10 years old+), 15 spots for Babysitting course. Information will be sent out as the details come. Possible opportunity for a 2<sup>nd</sup> class so more students can sign up.
  - Location is White Rock Elementary
- Wednesday, May 24<sup>th</sup> for the teacher Appreciation Day
- Friday, June 9<sup>th</sup> for Sports Day
- Tuesday, June 13<sup>h</sup> Staff appreciation lunch
- Parent appreciation day?? Art show? Each class is responsible for 1 bulletin board to have around the gym.

### **Fundraising – Shannon Versluis & Kristen Fryer**

Donut day was on Feb 7, it was sold out. Raised \$1000 (even with the cost of donuts increasing)

Tuesday March 7 will be the next donut sale.

March 1-3 collecting used books for the used book sale at Spring Fling. Mme Adam's class will organize and sort them.

April will be spring fling heavy for donations.

In June, Sports day concession. 2 stations for sports day to spread the students out. Concession will be held at the end of the day.

### **Financial Report - Tana Jennings**

Refer to Appendix A (Financial Report) and Appendix B (Balance Sheet) and Appendix C (Budget report)

#### Summary

- Monday Raised: gaming grant, hot lunch, neufeld, raven wear, passive
- Purchases
  - Classroom support
  - Field trip funds
  - Raven funds
  - Technology
  - World teacher day
  - Winter raven fun fair
  - Pac operations
- Upcoming
  - Sensory pathway
  - Curling

- Grade 7 farewell
- Parent presentation
- Staff appreciation luncheon
- Fruit and veggie cart
- Grade 4 victoria trip: hot dog day and pizza day
- Gaming grant: still have money to spend.
  - We had allocated \$300 towards the Carnival, and they are asking for \$15 per student. French Carnival, grade 7's (79 students), whole day Tuesday March 9. Decorations, food (crepes, whipped cream, strawberries, syrup) ....Do we want to do this for the grade 7's each year?
    - Motion to increase the expense to \$1200 for this year, will re assess this each year: Kristen Fryer, 2<sup>nd</sup> Shannon

Motion to accept the Financial Report: Alita Roberts, 2<sup>nd</sup> Kristen Fryer

### **Hot Lunch – Lauren Drescher (unable to attend)**

March 1 Hot lunch will open for the Round 3 ordering.

### **Spring Fling Date:Friday April 28- Mikki Kinnaird Kristen Fryer**

- Bring in your books for the used book sale
- Wrist bands and punch cards will be used for the games and activities.
- Square readers: looking for any extras that we could use?
- 2 food trucks (Little oOtie's- donuts) and (Wings), waiting for a possible 3<sup>rd</sup>
- We will also have our own concession
- Silent auction- EVERYONE ask for donations!!
- Will invite future K's to come and join.
- April- lots of flyers and advertisements (volunteers, raffle items, silent auction items, cakes, prizes, books, etc.
- Budget
  - \$4000 in expenses for everything
  - \$10,400 is our goal for income
  - \$6000 profit is the goal
- Please communicate with Admin/Spring Fling committee if there are students who can't afford the wristbands, they will be provided with one.
- Motion to approve a budget of \$4000 for the Spring Fling: Kristen Fryer, 2<sup>nd</sup> Mikki

### **Open Forum- All**

Are we still looking to do the rainbow crosswalk? Amy Archibald to contact and pass along information to Julina Murphy.

Traffic-Traffic around the neighbourhood is unsafe. Send out reminders of traffic rules, responsibilities, courtesy.... Newsletter, city...? Spring safety week?

Motion to adjourn meeting: Kristen Fryer  
2<sup>nd</sup> : Alita Roberts

Thank you to Starbucks Morgan Crossing for coffee; and to Elizabeth, Cadence, and Annette for babysitting!

**Meeting Adjourned at 8:22 pm. Next PAC meeting Tuesday April 18, 2023, 6:30pm, Peace Arch Elementary Library.**

## Appendix A: Financial Report January 31, 2023

### Financial Report January 31, 2023

#### Fundraising Summaries:

	<u>Net</u>
Gaming Grant	\$ 9,900.00
Hot Lunch Round 1 (Hot Lunch round 2 incomplete)	\$ 5,275.87
Neufeld Farms	\$ 3,552.00
Raven Wear	\$ 652.38
Passive Fundraisers: (Cobb's, Indigo, Mabel's Labels)	\$ 284.29
<b>Total Amount Raised:</b>	<b>\$ 19,664.54</b>

#### Summary of Purchases:

Gifts (Admin/Office Staff Christmas)	\$ 150.00
Classroom & Support Funds	\$ 4,700.00
Field Trip Funds	\$ 4,150.00
Raven Fund (Benevolence)	\$ 650.67
Technology Purchases (portion of 36 iPads + cases, 2 classroom projectors + bulbs, 3 laptops)	\$ 19,000.00
World Teacher Day - Staff room treats	\$ 54.60
Winter Raven Fun Fair	\$ 197.77
PAC operations (CPF & BCCPAC dues)	\$ 225.00
<b>Total Amount:</b>	<b>\$ 29,128.04</b>

#### Upcoming Expected Purchases:

Sensory Pathway (Gaming Grant)	\$ 3,139.50	February
Curling Experience (Gaming Grant)	\$ 3,000.00	April
Grade 7 Farewell (Gaming Grant)	\$ 800.00	June
Parent Presentations	\$ 1,000.00	March
Staff Appreciation Luncheon	\$ 450.00	June
Fruit & Veggie cart	\$ 200.00	
Grade 4 Victoria Trip (from hot dog day proceeds)	\$ 1,552.00	
Kiln???	?	
Projector for Gym???	?	

#### Notes:

Gaming Grant - we have \$15,130 to spend this year, approx. \$8700 is currently unallocated

Toonie Tuesday - February - \$1055!!

\$1000 donation towards technology project has been received at the District Office

Motion to approve Spring Fling expenses

Motion to accept the Financial Report

Appendix B: Balance Sheet

**Peace Arch Elementary PAC**

**Balance Sheet 01/31/2023**

**ASSETS**

Current Assets

Cash on Hand	\$0.00
Van City Operating Account	\$36,810.69
Gaming Grant Account	\$15,129.59
Term Deposit	\$0.00
PAC Funds Held in SD#36 Account	\$0.00

**Total Assets** \$51,940.28

**LIABILITIES**

Accounts Payable	\$41.35
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**Total Liabilities** \$41.35

**EQUITY**

Opening Balances	\$41,299.07
Retained Earnings	\$10,599.86

**Total Equity** \$51,898.93

**Total Liabilities & Equity** \$51,940.28

Appendix C: Budget Report, 01/31/2023

**Peace Arch Elementary PAC**

Budget Report at 01/31/2023

	Budget	Actual	Difference
<b>INCOME</b>			
Annual Donations Drive	\$ 1,000.00	\$ -	\$ (1,000.00)
Gaming Grant	\$ 9,900.00	\$ 9,900.00	\$ -
PST Rebate	\$ 200.00	\$ -	\$ (200.00)
<b>Hot Lunch Revenue *</b>			
Hot Lunch - Extra Day Fundraisers	\$ -	\$ -	\$ -
Hot Lunch Round 1 *	\$ 25,000.00	\$ 24,224.62	\$ (775.38)
Hot Lunch Round 2 *	\$ 22,000.00	\$ 26,670.23	\$ 4,670.23
Hot Lunch Round 3 *	\$ 28,000.00	\$ -	\$ (28,000.00)
Spring Fling *	\$ 8,000.00	\$ -	\$ (8,000.00)
<b>Other Fundraisers</b>			
Book Sale	\$ 1,000.00	\$ -	\$ (1,000.00)
Raven Wear Sales	\$ 500.00	\$ 652.38	\$ 152.38
Sports Day Concession	\$ 1,000.00	\$ -	\$ (1,000.00)
Toonie Tuesdays (PAC)	\$ 3,000.00	\$ -	\$ (3,000.00)
Neufeld Farms *	\$ 20,000.00	\$ 17,184.00	\$ (2,816.00)
Restaurant Nights	\$ -	\$ -	\$ -
Passive Fundraisers (Cobb's, Mabel's, Indigo...)	\$ 2,500.00	\$ 284.29	\$ (2,215.71)
<b>Other Income</b>			
Surrey School District	\$ 200.00	\$ -	\$ (200.00)
Miscellaneous	\$ -	\$ 2.00	\$ 2.00
<b>TOTAL INCOME</b>	<b>\$ 122,300.00</b>	<b>\$ 78,917.52</b>	<b>\$ (43,382.48)</b>

<b>EXPENSES</b>			
Fruit & Veggie Program	\$ 200.00	\$ -	\$ 200.00
<b>Fundraising Expenses</b>			
Neufeld Farms F/R Expenses	\$ 17,000.00	\$ 13,632.00	\$ 3,368.00
Other Fundraising Expenses	\$ -	\$ -	\$ -
<b>Gaming Account Budget (\$15,200)</b>			
Enrichment Events/Activities	\$ 3,000.00	\$ -	\$ 3,000.00
French Carnival	\$ 300.00	\$ -	\$ 300.00
Other Gaming Acct Expenses	\$ 6,400.00	\$ -	\$ 6,400.00
Presentations/Guest Speakers	\$ 1,500.00	\$ -	\$ 1,500.00
Sensory Pathway	\$ 4,000.00	\$ -	\$ 4,000.00
Gifts	\$ 700.00	\$ 150.00	\$ 550.00
Grade 1 Science World Field Trip	\$ -	\$ -	\$ -
Grade 4 Victoria Trip	\$ -	\$ -	\$ -
Grade 7 Farewell	\$ 800.00	\$ -	\$ 800.00
Miscellaneous	\$ 250.00	\$ -	\$ 250.00
Parent Presentations	\$ 1,000.00	\$ -	\$ 1,000.00
Peace Arch Classroom/Field Trip Funds	\$ 8,850.00	\$ 8,850.00	\$ -
Raven Fund	\$ 1,000.00	\$ 650.67	\$ 349.33
Snowball Dance Expenses	\$ -	\$ -	\$ -
<b>Teacher's Wish List</b>			
Technology - Annual Tech Contribution	\$ 7,000.00	\$ 7,000.00	\$ -
Technology - iPads/laptops	\$ 12,000.00	\$ 12,000.00	\$ -
Technology - Projector (as funds become avail.)	\$ -	\$ -	\$ -
Teacher/Staff Appreciation	\$ 500.00	\$ 54.60	\$ 445.40

Welcome Tea	\$	50.00	\$	-	\$	50.00
Winter Fun Fair	\$	300.00	\$	197.77	\$	102.23
<b>PAC Operations</b>						
BCCPAC, CPF Dues	\$	225.00	\$	225.00	\$	-
Supplies	\$	150.00	\$	-	\$	150.00
Website Fees	\$	200.00	\$	-	\$	200.00
<b>Hot Lunch Expenses</b>						
Grade 4 Field Trip Funds	\$	1,800.00	\$	-	\$	1,800.00
Hot Lunch Round 1	\$	20,000.00	\$	18,948.75	\$	1,051.25
Hot Lunch Round 2	\$	18,000.00	\$	6,608.87	\$	11,391.13
Hot Lunch Round 3	\$	23,000.00			\$	23,000.00
<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>128,225.00</b>	<b>\$</b>	<b>68,317.66</b>	<b>\$</b>	<b>59,907.34</b>
<b>Net Income - Budget vs. Actual</b>	<b>\$</b>	<b>(5,925.00)</b>	<b>\$</b>	<b>10,599.86</b>	<b>\$</b>	<b>16,524.86</b>