

École Peace Arch Elementary

Minutes of the Monthly Meeting of the PAC

AGM – May 16, 2023 – 6:30 PM

“We would like to acknowledge the shared, unceded territory of the Katzie, Semiahmoo, Kwantlen, and other Coast Salish Peoples on which we work, play, and learn.”

Location of Meeting: School Library

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

Attendees – Phil Linklater, Kristy Crnkovich, Amy Archibald, Shannon Verslus, Jenn Morgan, Steph Gilmour, Phillip Warner, Lauren Drescher, Manraj Heir, Sarb Sahota, Tana Jennings, Kirsten Yanicki, Mikki Kinnaird, Fiona Kehler, + 2 parents of K student.

Meeting called to order May 16, 2023 @ 6:32 PM

Principal’s Message: Phil Linklater and Kristy Crnkovich

- Grade 7
 - dragon boating and granville island field trip today
 - Sasamat day camp
 - June 26 farewell
 - Field activities : Tues/ Wed afternoon in the last week
- Field Trips
 - Wildplay
 - Sunnyside outdoor pool 3/4/5, and Grandview Aquatic Centre 6/7
 - East Beach
 - Royal Canadian search and rescue @ Cresecnt beach
- Art start-Ache Brazil May 23
- Parent appreciation tea May 24
- South Surrey track meet June 5
- Sports day june 9
- June 23 year end assembly
- Grade 7 farewell and lunch June 26
- Admin staffing update
 - Kristy transferring to TE Scott as of September 2023
- Sensory pathway: taken to SD36 Grounds, district staff will install so that they can also maintain it.

President’s Report – Kirsten Yanicki

- Kirsten will supervising at the Babysitting and home alone course May 29th-
- Staff appreciation lunch- June 13th Would like some ideas for gifts, food etc.
- Welcome to K May 25th 4:00-5:00pm
- Sports Day: Watermelon station, Fiona will get the melons donated from save on. We will need volunteers to help cut and serve. June 9
- Concession for sports day?? Maybe pass on this concession to cut down on the need for volunteers.

Financial Report - Tana Jennings

- Please see attached for the Financial Report
- Highlights: \$45, 468.10 raised this year! \$18, 871.96 from spring fling,
- We still have some money in the Raven fund, if there is any need for it, we can help the families out.
- Gaming grant, still have \$6500 to spend.
 - Teachers have requested
 - Whole school experiences
 - Artist in residence (for example pottery.... Come in and work with each class)
 - Technology purchase: Orca pod has been completed, Salmon pod is complete, Beaver Pod still needs to be completed. Budget will be similar to this year for technology. This will also service the LST team.
 - Kiln
 - Garden- will go through the school district
 - Curling set for the school

Motion to accept the Financial Report. Mikki moves,. Lauren 2nds motion. All in favour. Motion passed.

Spring Fling- Mikki, Shannon, Kristen

- HUGE success!!
- Thank you for all the volunteers and the donations
- Feedback and notes for next year
 - Food trucks and concession ran out of food
 - Attendance was through the roof
 - Still a few silent auction items to be paid for and picked up
 - Still some books, maybe another book sale
 - \$770 food trucks
 - \$565 concession
 - Wings ran out of food, won't be using them again
 - Décor and signs looked awesome
 - Tickets-\$9000+
 - Prizes- a huge thanks for all the donations, lots of candy
 - \$2590 raffle baskets: amazing donations!
 - \$5530 silent auction: 50 lots
 - \$1035
 - \$350 book sale
 - \$85 beat the bucket
 - Looking to buy new games for next year
 - Got 2 more squares for payments

Fundraising – Shannon Versluis & Kristen Fryer

- Survey has been created for feedback (fundraisers, communication, purchases....)
- No more fundraising this year
- Sara Rouf and Reid Christiansen would like to spearhead a Walk-a-thon proposal for next year. Pledges, prizes. Equitable

Hot Lunch – Lauren Drescher

- Lunch monitors have been handing out the hot lunches

- We are going to discontinue Pita Pit due to feedback.
- We are not going to be taking on a new vendor at this time.
- Unless we have a volunteer to completely run and organize hot dog day, we are going to discontinue hot dog day. Lauren is stepping down from hot dog day. If we don't have a volunteer by August, it will be taken off the hot lunch menu. We could replace it with a Subway/Pizza.

DPAC

No news

New Business

Kirsten met with the city council and we will have a joint table at the pride parade in the summer where city council will be raising the money for our rainbow crosswalk.

P.A.C ELECTIONS

*President - Kirsten Yanicki – Fiona moves to accept Kirsten Yanicki as President, Sarb 2nds the motion. All in favour. No one opposed. Motion passed.

*Vice President - Sarbjit Sahota. Tana Moves to accept Sarbjit Sahota as Vice President, Fiona 2nds the motion. All in favour. No one opposed. Motion passed

*Secretary – Alita Roberts – Fiona moves to accept Alita Roberts as Secretary. Mikki 2nds Motion. All in favour. No one opposed. Motion passed.

*Treasurer – This is Tana's 4th year. We would like to vote to amend the bylaw so that Tana Jennings can stay in the role as treasurer until there is a individual to step into the position– Mikki moves to accept Tana Jennings as Treasurer, Fiona 2nds motion. All in favour. No one opposed. Motion passed.

Many thanks to all who have stepped up to take on new roles on the PAC! Bravo! *And ongoing thanks to those who have volunteered to continue their roles for another year!

Thank You to the Peace Arch Elementary Community for a Fantastic Year!!

Thank You to Starbucks South Point for providing coffee and treats for our PAC meetings, and thank you Jack Suckley for providing babysitting at tonights meeting.

Meeting Adjourned at 8:15 pm. Next PAC meeting September 2023. Location & Time TBA.

Appendix A: Balance Sheet

Peace Arch Elementary PAC Balance Sheet 04/30/2023 Balance Sheet 04/30/2023

ASSETS

Cash on Hand	\$ -
Van City Operating Account	\$ 59,464.58
Gaming Grant Account	\$ 11,177.01
Term Deposit	\$ 5,000.00

Total ASSETS \$ 75,641.59

LIABILITIES

Accounts Payable	\$ 41.35
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Total Liabilities \$ 41.35

EQUITY

Opening Balances	\$ 41,299.07
Retained Earnings	\$ 34,301.17

Total Equity \$ 75,600.24

Total Liabilities & Equity \$ 75,641.59

Appendix B: Financial Report

Financial Report Summary - April 30, 2023

<u>Fundraising Summaries:</u>	<u>Net</u>
Gaming Grant	\$ 9,900.00
Hot Lunch Round 1	\$ 5,275.87
Hot Lunch Round 2	\$ 4,535.00
Neufeld Farms	\$ 3,552.00
Raven Wear	\$ 692.38
Passive Fundraisers: (Cobb's, Indigo, Mabel's Labels)	\$ 284.29
Spring Fling	\$ 18,871.96
Surrey School District	\$ 206.00
Twoonie Tuesdays	\$ 2,150.60
Total Amount Raised:	\$ 45,468.10

*Note: Income to date but expenses yet to be paid out for:

Hot Lunch round 3 to date	\$ 21,286.81
Babysitter's/Home Safe Course	\$ 1,885.00

Summary of Purchases:

Classroom & Support Funds	\$ 4,700.00
Field Trip Funds	\$ 4,150.00
Fruit & Veggie Program	\$ 129.92
Gifts (Admin/Office Staff Christmas)	\$ 150.00
Grade 4 Field Trip (From Hot Lunch days)	\$ 1,550.00
PAC operations (CPF & BCCPAC dues)	\$ 225.00
PAC supplies	\$ 33.86
Parent Presentations	\$ 796.25
Raven Fund (Benevolence)	\$ 650.67
Technology Purchases (portion of 36 iPads + cases, 2 classroom projectors + bulbs, 3 laptops)	\$ 19,000.00
Winter Raven Fun Fair	\$ 197.77
World Teacher Day - Staff room treats	\$ 54.60
Total Amount:	\$ 31,638.07

Gaming Account Purchases:

French Carnival	\$ 813.08
Sensory Pathway	\$ 3,139.50
Total Amount:	\$ 3,952.58

Upcoming Expected Purchases:

Curling Experience (Gaming Grant)	\$ 2,787.00	May
Art Starts - DumpstaDragons (Gaming)	\$ 1,056.00	May
Grade 7 Farewell (Gaming Grant)	\$ 800.00	June
Staff Appreciation Luncheon	\$ 450.00	June
Other??		

Appendix C: Budget Report

Peace Arch Elementary PAC

Budget Report: 2022/2023

	Budget	Actual	Difference
INCOME			
Annual Donations Drive	\$1,000.00	\$0.00	(\$1,000.00)
Gaming Grant	\$9,900.00	\$9,900.00	\$0.00
PST Rebate	\$200.00	\$0.00	(\$200.00)
Hot Lunch Revenue			
Hot Lunch Round 1	\$25,000.00	\$24,224.62	(\$775.38)
Hot Lunch Round 2	\$22,000.00	\$27,163.58	\$5,163.58
Hot Lunch Round 3	\$28,000.00	\$32,692.63	\$4,692.63
Spring Fling			
Beat the Bucket	\$0.00	\$465.00	\$465.00
Book Sale	\$0.00	\$350.91	\$350.91
Raffle Baskets	\$0.00	\$2,709.81	\$2,709.81
Concession - Spring Fling	\$0.00	\$1,984.65	\$1,984.65
Food Trucks	\$0.00	\$620.00	\$620.00
Punch cards/Tickets	\$0.00	\$9,920.58	\$9,920.58
Silent Auction	\$0.00	\$5,553.46	\$5,553.46
Wine Wall - Spring Fling	\$0.00	\$1,035.35	\$1,035.35
Other Fundraisers			
Book Sale	\$1,000.00	\$0.00	(\$1,000.00)
Raven Wear Sales	\$500.00	\$692.38	\$192.38
Sports Day Concession	\$1,000.00	\$0.00	(\$1,000.00)
Toonie Tuesdays (PAC)	\$3,000.00	\$2,150.60	(\$849.40)
Neufeld Farms	\$20,000.00	\$17,184.00	(\$2,816.00)
Passive Fundraisers (Cobb's, Mabel's, Indigo...)	\$2,500.00	\$284.29	(\$2,215.71)
Other Income			
Surrey School District	\$200.00	\$206.00	\$6.00
Miscellaneous (Baby sitting course, Gr 7 fundraiser)	\$0.00	\$1,888.94	\$1,888.94
Total Income	\$122,300.00	\$139,026.80	\$16,726.80

EXPENSES

Fruit & Veggie Program	\$200.00	\$129.92	\$70.08
Fundraising Expenses			
Neufeld Farms F/R Expenses	\$17,000.00	\$13,632.00	\$3,368.00
Other Fundraising Expenses	\$0.00	\$0.00	\$0.00
Gaming Account Budget (\$15,200)			
Enrichment Events/Activities	\$3,000.00	\$0.00	\$3,000.00
French Carnival	\$300.00	\$813.08	(\$513.08)
Grade 7 Farewell	\$800.00	\$0.00	\$800.00
Other Gaming Acct Expenses	\$6,400.00	\$0.00	\$6,400.00
Presentations/Guest Speakers	\$1,500.00	\$0.00	\$1,500.00
Sensory Pathway	\$4,000.00	\$3,139.50	\$860.50
Gifts	\$700.00	\$150.00	\$550.00
Grade 1 Science World Field Trip	\$0.00	\$0.00	\$0.00
Grade 4 Victoria Trip	\$0.00	\$0.00	\$0.00
Miscellaneous	\$250.00	\$0.00	\$250.00
Parent Presentations	\$1,000.00	\$796.25	\$203.75
Peace Arch Classroom/Field Trip Funds			
CCW/Resource Room	\$400.00	\$400.00	\$0.00
Classroom Funds	\$3,600.00	\$3,600.00	\$0.00

Field Trip Funds	\$4,150.00	\$4,150.00	\$0.00
LA Resources/Integration Support	\$150.00	\$150.00	\$0.00
Learning Support (LST)	\$150.00	\$150.00	\$0.00
Library	\$150.00	\$150.00	\$0.00
Music Room	\$150.00	\$150.00	\$0.00
School Councillor Support	\$100.00	\$100.00	\$0.00
Raven Fund	\$1,000.00	\$650.67	\$349.33
Spring Fling Expenses			
Concessions	\$0.00	\$1,412.07	(\$1,412.07)
Decor, Stations, Set-up Supplies	\$0.00	\$1,171.89	(\$1,171.89)
Printing	\$0.00	\$157.87	(\$157.87)
Prizes	\$0.00	\$1,025.97	(\$1,025.97)
Teacher's Wish List			
Technology - Annual Tech Contribution	\$7,000.00	\$7,000.00	\$0.00
Technology - iPads/laptops	\$12,000.00	\$12,000.00	\$0.00
Technology - Projector (as funds become avail.)	\$0.00	\$0.00	\$0.00
Teacher/Staff Appreciation	\$500.00	\$54.60	\$445.40
Welcome Tea	\$50.00	\$0.00	\$50.00
Winter Fun Fair	\$300.00	\$197.77	\$102.23
PAC Operations			
BCCPAC, CPF Dues	\$225.00	\$225.00	\$0.00
Supplies	\$150.00	\$336.07	(\$186.07)
Website Fees	\$200.00	\$0.00	\$200.00
Hot Lunch Expenses			
Grade 4 Field Trip Funds	\$1,800.00	\$1,550.00	\$250.00
Hot Lunch Round 1	\$20,000.00	\$18,948.75	\$1,051.25
Hot Lunch Round 2	\$18,000.00	\$21,078.40	(\$3,078.40)
Hot Lunch Round 3	\$23,000.00	\$11,405.82	\$11,594.18
Total Expenses	\$128,225.00	\$104,725.63	\$23,499.37
Net Income - Budget Vs. Actual	(\$5,925.00)	\$34,301.17	\$40,226.17