

École Peace Arch Elementary

Minutes of the Monthly Meeting of the PAC

February 20, 2024 – 6:30 PM

“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

Meeting called to order 6:30pm

Meeting Attendees: Phil Linklater, Susan Nazem, Heather Johnstone, Amy Hymers, Leith Hymers, Emily Hihrichs, Colette Chalifour, Kristen Fryer, Tana Jennings, Kirsten Yanicki, Alita Roberts, Mikki Kinnard

Introductions

Teacher Presentation : Colette

- Update for the garden
- Garden beds have been ordered
- Grant applications were due in Jan so now they are waiting to hear back
- Some ideas on how to generate funds
 - Westcoast gardens. 15% of purchases
 - Chilliwack: Devry's- hanging baskets, starter gardens, dirt.... We decide the mark up. Will look more into the details (cost for the products, minimum order...)
 - Go fund me page- it was successful during the holidays for the hampers
 - Donut/ chip/ freezie sale
 - Coast Salish Plant nursery- suggestion to look there as well to see if they would be interested.
- One of the fundraisers (donut/freezie/sports day) could go towards the garden. Westcoast gardens would be easy. Chiliwack Devry's- will look more into the details of this.

Principal's Message – Phil Linklater / Susan Nazem

- Portables
- Grade 6 and 7 glow stick party was a great success on Feb 14th. Will have another one this year
- Science World grade 1 field trip
- Thank you for the PE equipment \$721 outdoor equipment
- Haley PE grant working with the students every Tuesday

- Spike ball- intermediates Grade 4-7's will have 3 sessions in May
- Dance Play- primary
- Drumming
- Moccasain dancers? Young actors? Curling? Will decide at the next meeting.

Financial Report - Tana Jennings

Please refer to

Appendix A: Financial Report

Appendix B: Balance Sheet

Appendix C: Budget Report

- Selema Noon- 1st week of March (Monday night parent Zoom. Wed – Friday student sessions)
- 2x \$500 bursaries for EMS graduating students from PA
 - 1 French immersion
 - 1 English
 - Post secondary registration?
 - Come back to PA to do a speech
 - Application for the scholarship can be in any form (video, poem, etc.)
 - EMS Counsellors will choose the recipient
- Upcoming fundraisers
 - -Donation drive is now live
 - -Hot lunch
 - -spring community event (hoping to bring in \$2000). Scaled down from the spring fling, but still
 - -2 more donut days for PAC:
 - -restaurant night: Boston Pizza
 - -Splashes

Fundraising Committee- Mikki Kinnard

- Beef Jerky is ready to go. Thursday Feb 22. Due date is March 8. Delivery before spring break is the goal.
- Last Tuesday was Toonie Tuesday, success. Sold out and raised \$1000
- Spring community event May 10. Still needing ideas to see if this is going to happen. Also will need volunteers to organize and run. Mikki will hold an online meeting for those who have ideas and would be interested in volunteering
- Grade 7 fundraising- blaze pizza \$400
- Concession sports day
- Raven Wear- will check in with Fionna
- Next donut day March 12, flyers will come out soon
- Book fair- waiting for Kick off package. April 9th
 - Will need volunteers for setup and clean up
 - Students and teachers can preview for a week, then the following week (April 15-19) they can purchase. Cash or tap. Will choose 1 day afterschool
- Ideas for upcoming

- Coffee by donation- 1x month
- Auto withdrawal for donations?

Hot Lunch- Lauren(not able to attend)

- Taco del mar-no longer in business. Lauren had to go out to Langley
- Milk shortage
- There have been hiccups with student helpers.
- Still needing more volunteers on a weekly basis

Other Business

Meeting Adjourned at 7:44pm.

Next PAC meeting Tuesday April 16, 2024, 6:30pm, Peace Arch Elementary Library.

Appendix A:

Peace Arch PAC - Financial Summary: January 31, 2024

Fundraising Summary - Jan 31, 2024

Gaming Grant	\$10,340.00	
Hot Lunch Round 1 *	\$5,451.97	
Hot Lunch Round 2 *	\$21,456.56	Expenses run til March 15
Passive Fundraisers (Cobb's, Mabel's, Indigo...)	\$105.24	
Winter Fun Fair	\$200.00	
Net Amount Raised to Date	\$37,553.77	

Summary of Purchases - Jan 31, 2024

Fruit & Veggie Program	\$106.33
Classroom/Field Trip Funds	\$12,085.29
Rainbow Crosswalk	\$1,280.48
Teacher/Staff Appreciation	\$1,155.68
Admin Christmas Gifts	\$216.22
PAC Operations	\$175.00
Winter Fun Fair	\$432.57
	\$15,451.57

Gaming Account Purchases:

Grade 4 Field Trip Transportation	\$500.00
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Teachers Wish List Purchases:

Craft Day Supplies	\$600.00
Outdoor Learning Supplies	\$404.09
Sports Equipment	\$175.35
	\$1,179.44

Total Purchases to Date **\$17,131.01**

Budget Overview for 2023/2024

Sept 1, 2023 - Opening Balance	\$55,270.75
Budgeted Net Income/Loss	-\$11,950.00
Projected Remaining Balance	\$43,320.75
Reserve for next year	-\$20,000.00
Term Deposits	-\$15,000.00
Projected Remaining Funds	\$8,320.75

**Remaining Funds - put into term deposits?
(Playground Contingency Fund)

Appendix B:

Peace Arch Elementary PAC: 2023/2024 Budget Report

	Budget	Actual	Difference
INCOME			
Annual Donations Drive	\$3,000.00	\$0.00	-\$3,000.00
Gaming Grant	\$10,340.00	\$10,340.00	\$0.00
PST Rebate	\$200.00	\$0.00	-\$200.00
Hot Lunch Revenue			
Hot Lunch - Extra Day Fundraisers	\$0.00	\$0.00	\$0.00
Hot Lunch Round 1 *	\$31,840.00	\$32,540.10	\$700.10
Hot Lunch Round 2 *	\$28,000.00	\$28,474.75	\$474.75
Hot Lunch Round 3 *	\$32,000.00	\$0.00	-\$32,000.00
Spring Fling	\$5,000.00	\$0.00	-\$5,000.00
Other Fundraisers			
Babysitters/Home Safe Course *	\$2,500.00	\$0.00	-\$2,500.00
Raven Wear Sales	\$500.00	\$0.00	-\$500.00
Toonie Tuesdays (PAC)	\$3,000.00	\$0.00	-\$3,000.00
Neufeld Farms *	\$17,000.00	\$13,621.00	-\$3,379.00
Passive Fundraisers (Cobb's, Mabel's, Indigo...)	\$300.00	\$105.24	-\$194.76
Interest Earned	\$0.00	\$0.00	\$0.00
Other Income			
Surrey School District	\$210.00	\$0.00	-\$210.00
Miscellaneous	\$0.00	\$7,700.00	\$7,700.00
	\$133,890.00	\$92,781.09	-\$41,108.91
EXPENSES			
Fruit & Veggie Program	\$200.00	\$106.33	\$93.67
Fundraising Expenses			
Babysitter/Home Safe Course Expense	\$1,600.00	\$0.00	\$1,600.00
Neufeld Farms F/R Expenses	\$17,000.00	\$13,621.00	\$3,379.00
Gaming Account Budget			
Enrichment Events/Activities	\$10,000.00	\$0.00	\$10,000.00
French Carnival	\$700.00	\$0.00	\$700.00
Grade 1 Science World Field Trip	\$1,000.00	\$0.00	\$1,000.00
Grade 7 Farewell	\$1,000.00	\$0.00	\$1,000.00
Other Gaming Acct Expenses	\$315.00	\$0.00	\$315.00
Presentations/Guest Speakers	\$2,000.00	\$0.00	\$2,000.00
Transportation (Grade 4 Field Trip)	\$500.00	\$500.00	\$0.00
Gifts	\$400.00	\$216.22	\$183.78
Grade 12 Bursaries (2 x \$500)	\$1,000.00	\$0.00	\$1,000.00
Miscellaneous	\$300.00	\$7,500.00	-\$7,200.00
Parent Presentations	\$1,400.00	\$0.00	\$1,400.00
Peace Arch Classroom/Field Trip Funds	\$11,950.00	\$11,950.00	\$0.00
Classroom/Field Trip Funds per Special Request	\$2,500.00	\$135.29	\$2,364.71
Rainbow Crosswalk	\$1,000.00	\$1,280.48	-\$280.48
Raven Fund	\$1,000.00	\$0.00	\$1,000.00
Spring Fling Expenses	\$3,000.00	\$0.00	\$3,000.00
Teacher's Wish List			
Craft Day Supplies	\$600.00	\$600.00	\$0.00
Outdoor Learning Supplies	\$500.00	\$404.09	\$95.91

Technology - Annual Tech Contribution	\$6,000.00	\$0.00	\$6,000.00
Technology - iPads/laptops	\$7,000.00	\$0.00	\$7,000.00
Sports Equipment	\$2,500.00	\$175.35	\$2,324.65
Teacher/Staff Appreciation	\$1,700.00	\$1,155.68	\$544.32
Welcome Tea	\$0.00	\$0.00	\$0.00
Winter Fun Fair	\$300.00	\$432.57	-\$132.57
PAC Operations			
Bank Service Charges	\$50.00	\$0.00	\$50.00
BCCPAC, CPF Dues	\$75.00	\$75.00	\$0.00
PAC Meeting Expenses	\$250.00	\$100.00	\$150.00
Supplies	\$300.00	\$0.00	\$300.00
Website Fees	\$200.00	\$0.00	\$200.00
Hot Lunch Expenses			
Grade 4 Field Trip Funds	\$1,500.00	\$0.00	\$1,500.00
Hot Lunch Round 1	\$19,000.00	\$27,088.13	-\$8,088.13
Hot Lunch Round 2	\$25,000.00	\$7,018.19	\$17,981.81
Hot Lunch Round 3	\$24,000.00	\$0.00	\$24,000.00
	<u>\$145,840.00</u>	<u>\$72,358.33</u>	<u>\$73,481.67</u>
Net Income: Budget vs Actual	-\$11,950.00	\$20,422.76	\$32,372.76

Appendix C:

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Peace Arch Elementary PAC

Balance Sheet 2024-01-31

ASSETS

Cash on Hand	\$50.00
Van City Operating Account	\$45,715.09
Gaming Grant Account	\$14,940.42
Term Deposit	\$15,000.00
PAC Funds Held in SD#36 Account	\$0.00

Total Assets \$75,705.51

LIABILITIES

Accounts Payable	<u>\$12.00</u>
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Total Liabilities \$12.00

EQUITY

Opening Balances	\$55,270.75
Retained Earnings	<u>\$20,422.76</u>

Total Equity \$75,693.51

Total Liabilities & Equity \$75,705.51