

École Peace Arch Elementary
Minutes of the Monthly Meeting of the PAC
April 19, 2022
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

PAC Executive: President – Kirsten Yanicki
Vice President – Amy Chen (Absent)
Treasurer – Tana Jennings
Secretary – Luana Recchia

Attendees: Kirsten Yanicki, Tana Jennings, Luana Recchia, Laureen Boulet, Sarbjit Sahota, Shannon Versluis, Kristen Fryer, Amy Archibald, Elizabeth McCrank, Jerry Wang, Lauren Drescher, Manraj Heir

Meeting called to order April 19, 2022 @ 6:30 PM

Principal’s Message – Laureen Boulet

- Interviews for Teacher Vacancies for 2022/20223 school year will be held Tuesday April 26. Interviews to be filled for Gr. 6-7 and Gr.3-4
- Our “READY SET LEARN” event will be held virtually April 28 for the 3, 4, and 5-year old children.
- Our “WELCOME TO KINDERGARTEN” event will be held in-house this year on May 26. This event is for our Kindergarten students already enrolled for September.
- The Victoria trip is a go for our Gr.4s, planned for May 26. Cost per student to be determined; discussion about whether to use the 2019-2020 money already fundraised by that year’s Gr.4 parents pre-covid; decision that this year’s Gr.4 parents will fundraise as much as possible in the next 2 months, and any outstanding amount can be taken from the 2019-2020 fund.
- Sports Day will be held Friday, June 10th. Restrictions have been lifted making it possible to have a fundraising concession, and PAC will be able to bring back our annual Watermelon Station!
- Grade 7 Leaving Ceremony is being planned. Students will be dressing to impress, having ceremony in the gym followed by a lunch; Monday, June 20th.
- Mme. Chalifour is running our Ultimate and is looking for a place to run mini playdays. She will offer our field with a possibility of concessions. Date TBA

Financial Report - Tana Jennings

- Please see attached for the Financial Report

Motion to accept the Financial Report. Kirsten Y. moves, Sarbjit S. 2nds the motion. All in favour. None opposed. Motion passed.

Hot Lunch – Elizabeth McCrank

- We would like to give a very warm welcome and a big thank you to parent volunteer Lauren Drescher who is in training to take over Hot Lunch once Elizabeth retires.
- The province has made a proposal to change food guidelines which may affect which vendors will be used for the Hot Lunch program. The guidelines are voluntary and will be discussed at the school level.
- Extra hot lunch day to be added for Grade 4 fundraising.

Fundraising – Shannon Versluis & Kristen Fryer

- Indigo Chapters passive fundraiser will be renewed as well as Mable's Labels and Cobs
- The ArtCards were shipped, and samples are expected to be back for parents to review and order by end of April. The art looked beautiful. Thank you to the Teachers and students for their great efforts!
- No current Restaurant Night fundraisers as we feel we have a lot of other fundraisers on the go right now.
- Splashes has mentioned that they would like to have us as their Community Wash Partner which means that \$1 of every car wash all month will be donated to Peace Arch! Thank you Splashes!
- Suggestion from Rae C. to try used book sale and gently used spirit wear sale; maybe in the fall.

New Business – AGM Nominations

- AGM will take place in May. If anyone is interested in running for any of the PAC Executive positions, please let us know ahead of time so ballots can be prepared.

Meeting Adjourned at 8:30 pm. Next PAC meeting to be held Tuesday May 17, 2022. Location & Time TBA

PAC Financial Report

April 19, 2022

March Balance Sheet:

- **Assets:** At March 31: \$56,210.91 between our Operating and Gaming accounts
- **Liabilities:** Accounts Payable includes Hot Lunch funds owed to parents from spring of 2020 and Jan 7 cancelled lunch days, which will be put towards Round 3 HL. Will be updated in April
- **Equity:** Opened the year with an Equity Balance of \$42,015, Net Income as of March 31 is \$11,568.71

March Budget Report:

- **Income:** Note: In January information went out has gone on how to donate to the Annual Donations Drive. We have since been informed that the School District will not provide a tax receipt for any funds designated to the PAC. Instead, donations must be designated for the school, but may be directed towards a particular project implemented by the PAC and school Administration. (Ex. Our "Technology Project") Donations already sent to the District are being held until we can contact all of the donors and have them sign a form to redirect the funds to the Tech Project.
- Our PST Rebate of \$9090.83 from the purchase of the 2 playgrounds and the iPads last year has been received!!
- Round 2 of Hot Lunch brought in \$20,914. This is \$2000+ under budget due in part to not offering beverages in Round 2. Round 3 has brought in \$22,450, also slightly under budget.
- Splashes Fundraiser raised \$150, Boston Pizza raised \$400
- Art Cards Fundraiser is underway
- To date – donations/fundraising revenue is behind by approx. \$4600

- **Expenses:**
- Saleema Noon (Body Science Presentations) coming up - \$1625. (\$1219 from Gaming Grant, \$356 from Operating Account)
- Technology Purchase - \$16,994 – iPads & cases
- Teacher's Wish list – Sound System purchase for the gym - \$11,160
- Hot Lunch Expenses for Round 2 - \$18,062
- **Net Income:** as of March 31 = **\$11,568**

Upcoming Expenses:

- Round 3 hot lunch days
- Grade 7 Grad - \$800
- Teacher Appreciation Day/Luncheon - \$850
- Lego Club & Crochet Club supplies
- Dino Garden & mud kitchen supplies
- Music Wall?
- Sensory Pathway? (\$4000 – Gaming Grant Account)

Motion to accept the March 2022 Financial Statement

Peace Arch Elementary PAC

Balance Sheet 03/31/2022

ASSETS

Current Assets

Cash on Hand	\$0.00
Van City Operating Account	\$50,906.32
Gaming Grant Account	\$5,304.59
Term Deposit	\$0.00
PAC Funds Held in SD#36 Account	\$0.00

Total Assets

\$56,210.91

LIABILITIES

Accounts Payable

\$2,626.60

Total Liabilities

\$2,626.60

EQUITY

Opening Balances

\$42,015.60

Retained Earnings

\$11,568.71

Total Equity

\$53,584.31

Total Liabilities & Equity

\$56,210.91

Peace Arch Elementary PAC

BUDGET REPORT 03/31/2022

	Budget	Actual	Difference
INCOME			
Annual Donations Drive	\$3,000.00	\$1,955.00	(\$1,045.00)
Gaming Grant	\$10,320.00	\$10,320.00	\$0.00
PST Rebate	\$9,086.00	\$9,090.83	\$4.83
Hot Lunch Revenue			
Hot Lunch Round 1 *	\$23,000.00	\$24,936.53	\$1,936.53
Hot Lunch Round 2 *	\$23,000.00	\$20,914.53	(\$2,085.47)
Hot Lunch Round 3 *	\$23,000.00	\$22,450.08	(\$549.92)
Other Fundraisers			
Neufeld Farms *	\$2,000.00	\$19,524.93	\$17,524.93
Restaurant Nights	\$1,400.00	\$400.00	(\$1,000.00)
Passive Fundraisers (Cobb's, Mabel's, Splashes, In	\$300.00	\$385.89	\$85.89
Other Fundraisers *	\$2,000.00	\$0.00	(\$2,000.00)
Other Income			
Surrey School District	\$200.00	\$202.00	\$2.00
TOTAL INCOME	\$97,306.00	\$110,179.79	\$12,873.79
EXPENSES			
Fundraising Expenses			
Neufeld Farms F/R Expenses *	\$0.00	\$16,505.52	(\$16,505.52)
Pumpkin Patch	\$2,300.00	\$2,648.80	(\$348.80)
Winter Fun Fair	\$0.00	\$163.19	(\$163.19)
PAC Operations			
BCCPAC, CPF Dues	\$135.00	\$75.00	\$60.00
Supplies	\$150.00	\$25.18	\$124.82
Peace Arch Classroom/Field Trip Funds	\$7,310.33	\$7,310.33	\$0.00
Gaming Account Budget			
Clubs - Supplies, Equipment	\$440.00	\$0.00	\$440.00
Enrichment Events/Activities (Zumba, Stream of C	\$3,935.00	\$3,800.50	\$134.50
Sensory Pathway	\$4,000.00	\$0.00	\$4,000.00
French Carnival	\$300.00	\$0.00	\$300.00
Presentations/Guest Speakers (Saleema Noon)	\$1,625.00	\$1,218.40	\$406.60
Gifts	\$375.00	\$100.00	\$275.00
Grade 7 Farewell	\$800.00	\$0.00	\$800.00
Raven Fund	\$1,000.00	\$0.00	\$1,000.00
Staff Luncheon	\$850.00	\$0.00	\$850.00
Technology	\$17,255.00	\$16,994.45	\$260.55
Welcome Tea	\$41.64	\$41.64	\$0.00
Teacher's Wish List			
Sound System - Gym	\$10,900.00	\$11,160.55	(\$260.55)
Garden spaces Improvements	\$218.00	\$0.00	\$218.00
Mud Kitchen	\$700.00	\$459.78	\$240.22
Music Wall	\$150.00	\$0.00	\$150.00
Crochet Club	\$115.00	\$0.00	\$115.00
Hot Lunch Expenses			
Hot Lunch Round 1	\$18,000.00	\$19,522.91	(\$1,522.91)
Hot Lunch Round 2	\$18,000.00	\$18,062.52	(\$62.52)
Hot Lunch Round 3	\$18,000.00	\$0.00	\$18,000.00
Miscellaneous	\$250.00	\$522.31	(\$272.31)
	\$106,849.97	\$98,611.08	\$8,238.89

Budgeted vs. Actual Net Income (\$9,543.97) \$11,568.71 \$21,112.68

BUDGET NOTES:

1.	Sept 1, 2021 - Opening balance	\$42,015.60
	Projected Net Income	(\$9,543.97)
	Reserve for next year	<u>(\$30,000.00)</u>
	Projected Remaining balance	\$2,471.63
	**to go towards Playground Contingency Fund	
2.	Neufeld Farms Fundraiser:	
	Total Net Income:	\$3,019.41
3.	Hot Lunch Summary:	
	Round 1: Net Income	\$5,413.62
	Budgeted:	<u>\$5,000.00</u>
	Difference	\$413.62
	Round 2: Net Income	\$2,852.01
	Budgeted:	<u>\$5,000.00</u>
	Difference	(\$2,147.99)