

Ecole Peace Arch Elementary
Minutes of the Monthly Meeting of the PAC
January 18, 2022
7:00 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: Remote via Zoom

Present at meeting: President – Kirsten Yanicki

Vice President – Amy Chen

Treasurer – Tana Jennings

Secretary – Luana Recchia

Attendees – Kirsten Yanicki, Tana Jennings, Amy Chen, Luana Recchia, Laureen Boulet, Sarbjit Sahota, Kristen Fryer, Shannon Versluis, Elizabeth McCrank, Carli Breed, Sara Raouf, Serena Xu, Mandy, Susanna, Elena Vardenyan, Stephanie Gilmore, Jerry Wong

Meeting called to order January 18, 2022 @ 7:00PM

Meeting agenda has been proposed to keep track of staying on topic. Agenda was distributed and any new topics will add as “new business”. Motion to adopt Minutes of the meeting. All in favour, no one opposed.

Principal’s Message – Laureen Boulet

- Requisition for the sound system install has gone in and should be installed soon.
- Our courtyard is now open with the Dinosaur and Fairy Garden ready to go for the students to enjoy. We will be purchasing umbrellas and outdoor seat cushions so students can enjoy the space comfortably rain or shine.
- Mud Kitchens have been delivered and are amazing! Thank You to the Berg family. We plan to place one in the “old playground” and one in the courtyard next to the Dinosaur and Fairy Gardens.
- Zumba started this week and both teachers and students are enjoying it.
- Despite the new restrictions, we will be moving forward with hot lunch with a few adjustments. Our field studies can continue as well as our buddy classes.
- We were also able to leave our playgrounds open as well
- Afterschool art program started today.

Financial Report - Tana Jennings

Financial report at the end of minutes.

V.P Report – Amy Chen

- There was no meeting in December for DPAC
- Next meeting will be held the last Wednesday of January

Fundraising – Shannon Versluis

- Neufeld Farm Fundraiser was a huge success. Even though we had concerns regarding the new online portal ordering we had a lot of positive feedback. We will bring it back next year.
- We want to confirm with teachers that the Art Cards are still possible to be done for April.
- Boston Pizza fundraiser is a go for the end of February as well as Kesari Indian Sweets for the end of March and White Spot for the end of April.
- Splashes Fundraiser will be held in the middle of February and we have ongoing Cobs, Indigo and Mabels Labels as passive fundraisers.
- We would like to give a big thanks to everyone who came out to volunteer for the Winter Raven. With your support we made it a huge success.

Hot Lunch – Elizabeth McCrank

- We are being extra careful with the sorting and delivery of food as it is just Gerry and myself putting the food in bins and having the kids pass it out.
- I have made it mandatory for all the vendors to put the pdf labels that I have provided on all the food items.
- I do have vendors who are refusing to do so and ask the PAC to provide funds to purchase labels and printer ink so I may print the labels myself to provide to the vendors to minimize any mistakes.
- We have refunded the first week of hot lunch for 2022 due to delayed start.
- **I do retire at the end of 2023 and I am looking for an individual/individuals to take over the Hot Lunch program. If you are interested, please contact Elizabeth through email for further information.**

New Business – Sara Raouf

- Regarding future field trips. I would like to propose to the PAC funding for buses if possible, for future field trips. Speaking with Teachers, they are not comfortable soliciting parents to provide transportation to and from destinations.

Meeting Adjourned at 7:46 pm. Next PAC meeting to be held Tuesday February 15, 2022. Location & Time TBA

PAC Financial Report January 16, 2022

- December Balance Sheet:

- Assets: Currently have \$70,340.21 between our two bank accounts
- Liabilities: Accounts Payable includes Hot Lunch funds owed to parents from Spring of 2020 which

will be put towards Round 2 HL.

- Note: In January we cancelled Jan. 7 Hot Lunch day due to the extra week of closure.

\$2241.75 was credited back to parent accounts to be used towards Round 3 orders.

- Equity: Opened the year with an Equity Balance of \$42,015, Net Income as of Dec. 31 is \$28,048.50

- Note: Round 2 of Hot Lunch – Income has been received in Dec., no expenses will be realized until January – March.

- December Budget Report:

- Income: Information will be going out this week on how to donate to the Annual Donations Drive ○ We have received the Gaming Grant for this year - \$10,320

- Our PST Rebate from the purchase of the 2 playgrounds and the iPADS last year has been

completed and sent in - \$9086. We are waiting to hear from the District as to when we will receive a

deposit.

- Round 2 of Hot Lunch has brought in \$20,466.07 as of Dec 31. This is under budget due in part to

not offering beverages in Round 2 (anticipating a milk supply shortage)

- Neufeld Farms Fundraiser is well underway – Total profit \$3019.41

- We are looking forward to getting other fundraisers underway this Spring

- Expenses: Pumpkin Patch paid out in Nov - \$2648

- Stream of Dreams completed - \$1028.50 (Gaming Grant)

- Yoga and Saleema Noon coming up (Gaming Grant) - \$19,522

- Hot Lunch Expenses for Round 1 have been completed (\$1500 over budget due to rising costs,

vendors have raised prices over last year)

- Winter Fun Fair – Expenses paid out in January (under \$250) ○ Net Income: as of December 31 = \$28,048.50

- Motion to accept the December 2021 Financial Statement

Peace Arch Elementary PAC

Balance Sheet 12/31/2021

ASSETS

Current Assets

Cash on Hand	\$0.00
Van City Operating Account	\$61,045.22
Gaming Grant Account	\$9,294.99
Term Deposit	\$0.00
PAC Funds Held in SD#36 Account	\$0.00

Total Assets

\$70,340.21

LIABILITIES

Accounts Payable

\$276.11

Total Liabilities

\$276.11

EQUITY

Opening Balances	\$42,015.60
Retained Earnings	\$28,048.50

Total Equity

\$70,064.10

Total Liabilities & Equity

\$70,340.21

Peace Arch Elementary PAC
Budget Report 12-31-2021

	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>
INCOME			
Annual Donations Drive	\$3,000.00	\$0.00	(\$3,000.00)
Gaming Grant	\$10,320.00	\$10,320.00	\$0.00
PST Rebate	\$9,086.00	\$0.00	(\$9,086.00)
Hot Lunch Revenue:			\$0.00
Hot Lunch Round 1 *	\$23,000.00	\$24,921.02	\$1,921.02
Hot Lunch Round 2 *	\$23,000.00	\$20,446.07	(\$2,553.93)
Hot Lunch Round 3 *	\$23,000.00	\$0.00	(\$23,000.00)
Other Fundraisers:			\$0.00
Art Cards *	\$1,000.00	\$0.00	(\$1,000.00)
Global Coffee*	\$1,000.00	\$0.00	(\$1,000.00)
Neufeld Farms *	\$2,000.00	\$19,524.93	\$17,524.93
Restaurant Nights	\$1,400.00	\$0.00	(\$1,400.00)
Passive Fundraisers (Cobb's, Mabel's, Indigo...)	\$300.00	\$235.89	(\$64.11)
Other Income:			
Surrey School District	\$200.00	\$0.00	(\$200.00)
TOTAL INCOME	\$97,306.00	\$75,447.91	(\$21,858.09)
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)
PAC Operations:			
BCCPAC, CPF Dues	\$135.00	\$75.00	\$60.00
Supplies	\$150.00	\$0.00	\$150.00
Bank Service Charges	\$0.00	\$0.00	\$0.00
Peace Arch Classroom/Field Trip Funds	\$7,310.33	\$7,310.33	\$0.00
Gaming Account Budget: \$10,323.49			
Clubs - Supplies, Equipment	\$440.00	\$0.00	\$440.00
Enrichment Events/Activities (Stream of Dreams, Yoga)	\$3,935.00	\$1,028.50	\$2,906.50
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	\$0.00	\$1,625.00
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	\$0.00	\$17,255.00
Welcome Tea	\$41.64	\$41.64	\$0.00
Teacher's Wish List:			
Sound System - Gym	\$10,900.00	\$0.00	\$10,900.00
Garden spaces Improvements	\$218.00	\$0.00	\$218.00
Mud Kitchen	\$700.00	\$0.00	\$700.00
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	\$0.00	\$18,000.00
Hot Lunch Round 3	\$18,000.00	\$0.00	\$18,000.00
Miscellaneous	\$250.00	\$166.71	\$83.29
TOTAL EXPENSES	\$106,849.97	\$47,399.41	\$59,450.56
 Budgeted vs. Actual Net Income:	 (\$9,543.97)	 \$28,048.50	 \$37,592.47

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:	
	Round 1: Net Income	\$5,398.11
	Budgeted:	\$5,000.00
	Round 2: Jan 7 cancelled - parent credits	(\$2,241.75)