


# École Peace Arch Elementary PAC | May 16, 2018 | Meeting MINUTES

6:30pm| Peace Arch Elementary Library | peacearchpacnews@gmail.com | [peacearch.hotlunches.net](http://peacearch.hotlunches.net) |  [Peace Arch PAC](https://www.facebook.com/peacearchelementarypac/)

<b>President</b>	Erin Harvie	<b>15 Attendees</b>
<b>Vice-President</b>	Elizabeth McCrank	Chris Bobrownik, Carol Davison, Jenny Roussel, Erin Harvie,
<b>Treasurer</b>	Laura Creech	Tana Jennings, Katie Everson, Alynne Penner, Elizabeth
<b>Secretary</b>	Kristen Fryer	McCrank, Reid Christiansen, Sean Halliburton, Fiona Kehler,
		Jennifer Wilson, Gurpreet Bhatti, Laura Creech, Kristen Fryer.

This was the final PAC meeting of the 2017/2018 school year.  
Ideas for next year? Comments on fundraising, money allocation, PAC events, etc.?  
Please join us at the first PAC meeting of next school year and have your say!  
Find us on Facebook! [www.facebook.com/peacearchelementarypac/](https://www.facebook.com/peacearchelementarypac/) 

## Admin Report ~ Carol D.

- **Recent Events:**
  - Earth Day - several classes participated in a "Community Clean-Up" walk
  - Vaisakhi assembly - thank you for the wonderful parental involvement!
  - 'Welcome to Kindergarten' orientation for incoming K's; Ready-Set-Learn coming up next week, Thurs. May 24
  - Spring Fling Apr. 27 - great turnout!; Talent Show May 1<sup>st</sup> - lots of fun!; Ultimate Team playday
  - class and panorama photos last week; Family Appreciation Tea May 16th
  - Track and Field mini-meet at South Surrey Athletic Park
  - In-school presentations: Floorball, forensic science, fencing, Sierra Club, SPCA, Olympian
  - Field trips: Betty Huff Theatre, Campbell Valley, Festival des Beaux-Arts
- **Upcoming events:**
  - Spirit Day "When I Grow Up..." Friday, May 18
  - Ready, Set, Learn: Thursday, May 24; for 3-4-year-olds not starting Kindergarten in Sept.
  - Field trips: Gr. 7 Dragon-boating, Gr. 2/3 Burns Bog, Gr. 5 indoor rock climbing, Ks to Surrey Children's Festival, Gr. 4s to Victoria, many classes various beach/water days, Sunnyside pool, Gr. 1s to Campbell Valley
  - "Bike and Roll to School" week May 29-June 1 with different activities (i.e. bike decorating, skills workshop, group bike to school)
  - Grade 7 visits to EMS for a full morning orientation
  - Sports Day! Friday, June 15 (rainout day is Monday, June 18)
  - 'First Peoples in Residence' week June 18-22
  - Thursday, June 28 last day of school; assembly in the morning
  - Grade 7 celebration and final school assembly during the last week
- **Items to Discuss:**
  - technology purchases: PAC had budgeted for 3 laptops and 10 iPads this school year
  - looking to next year: already reserving activities for our students! Zumba for primaries and Hip Hop for intermediates; Green Thumb Theatre in September; Celtic fiddler musical performance; possible PE specialist lessons in term 3 (cricket, etc.)

## Treasurer's Report ~ Laura C.

- PAC is in a healthy financial position at present; bank statements are available for review at any time.
- Financial summary of the year, including fundraising income, playground savings, & budget discussion for next year.
- Fundraising income:
  - Hot Lunch Program, Sept/17-June/18 = \$18,757 (forecasted after Round 3 tally)
  - Annual Fundraising Campaign (previously "Cheque-Writing Campaign"), Sept-Dec 2017 = \$11,697
  - Spring Fling, April 2018 = \$9733
  - Snowball Dance, Dec 2017 = \$2790
- See attached appendix for Treasury Report as at May 15, 2018. Year-end report will be available in June.

## **Spring Fling Report ~ Erin H.**

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- Thank you to everyone for another successful Spring Fling! Beautiful weather, high attendance; it was our best year ever! \$9,733.71 profit;
- **Other schools have commented on our *impressive* number of parent volunteers working at Spring Fling – thank you to our wonderful team of parent volunteers!!**
- **Thank you to all who donated cakes (so many cakes!), wine (so much wine!), silent auction items, and an amazing array of raffle basket items; every donation was appreciated, and contributed to such a successful event!!**
- Also big thank you's to Vanessa & Robin for the Silent Auction; Laura, Gurpreet, and Jennifer for Games; Courtney, Erin, & Arin for Raffle Baskets; Julie for Concession; Maria for the Wine Pull; Arin, Laura, & Reid for décor; Elizabeth & Kristen for prizes; and for the many, many parent helpers for set-up and clean-up!
- Next year's Spring Fling will likely be the last Friday of April, i.e. April 26<sup>th</sup>.

## **Staff Luncheon Tues., June 12<sup>th</sup> ~ Erin H.**

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- Same as last few years, out in courtyard, tents and tables/chairs, staff will get an extended lunch.
- Parents donate food dishes or grocery gift cards
- Will need parent volunteers for set-up, serving, and clean-up; Volunteer sign-up sheet will be emailed soon.

## **Watermelon station at Sports Day (Friday, June 15<sup>th</sup>)**

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- PAC procures donated watermelons and sets up 2 watermelon stations at Sports Day (Friday, June 15<sup>th</sup> this year)
- Parent volunteers needed! Approx. 6 volunteers needed 8:30am until lunchtime; bring cutting boards and large sharp knives! please email [PeaceArchPACNews@gmail.com](mailto:PeaceArchPACNews@gmail.com)
- Reminder to bring out compost bags from the janitor's closet for watermelon rind disposal

## **Playground Committee ~ Sean H.**

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- The Provincial Government announced 2 weeks ago a fund of \$5 million/year to build and replace school playgrounds based on greatest need around the province; Peace Arch is not on the list of Surrey District schools that are even in the running to be nominated for funding, and as such we are going to forge ahead with fundraising the full amount of approximately \$150,000. (\$50k has been saved so far; see below)
- Fundraising ideas: scratch-books, pub night, corporate donations, pizza party for division that raises the most money?
- Build an image of the playground in a highly visible place around the school yard, so parents see fundraising progress; stickers saying "I played on the playground today!" for parents to see how often their child uses the playground
- Habitat provides templates for letters and fundraising ideas
- "3-2-1 Rock" run-a-thon collecting pledges (perhaps associated with MEC, The Running Room, or other local businesses); could we approach the City of White to donate track space or advertising; could coincide with Cross Country or Track; Reid C. is excited to donate hats!!
- Sean circulated an updated letter for fundraising requests from local groups and businesses.

**Motion to set aside \$25,000 from this year's fundraising efforts for Playground Savings.** Moved by Laura C., seconded by Elizabeth M. All in favour, none opposed. Motion passed.

- this brings our total of Playground Savings to \$50,000 over the past two school years.

## **Other Business**

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- Presentations to Erin, Elizabeth, and Laura as their terms have ended. On behalf of the Peace Arch parent community, **thank you** for your countless hours spent on all things PAC over the past 4 years!

## **2018/19 PAC General Elections:**

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(see next page)

## 2018/19 PAC General Elections:

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### 2018/19 PAC Executive:

President:	Laura Creech
VP:	Erin Harvie
Treasurer:	Jennifer Wilson
Secretary:	Kristen Fryer (returning; 4 <sup>th</sup> and final year of term)

**Motion to accept all 4 above listed candidates who have openly and in-person volunteered for these Executive positions for the 2018/2019 year.** Moved by Elizabeth M., seconded by Fiona K. & Sean H. All in favour, none opposed. Motion passed.

### 2018/19 PAC Committees:

DPAC:	( <b>needed</b> ) <b>District PAC Representative.</b> Meetings are held monthly on the <b>4th Wednesday</b> (except Dec, March & June) at the District Education Centre 14033 92 Ave. Rm 2020, 7-9pm. <a href="http://www.surreydpac.ca">www.surreydpac.ca</a> for more info.
CPF:	( <b>needed</b> ) <b>Canadian Parents for French Representative.</b> Monthly meetings are held Sept-June each year, in English, and are open to anyone interested in French as a second language in the Surrey School District. Meeting locations alternate between a home and restaurant, please email PresidentCPFSurrey@gmail.com or visit <a href="http://www.cpf-surrey.com">www.cpf-surrey.com</a> to learn more.
Playground:	Sean H.
Dairyland:	Maria R.
Snowball Coordinators:	Jennifer W. & Gurpreet B.
Spring Fling Coordinator:	( <b>needed</b> )
Emerg Prep:	Arin B.
Website & Communications:	Sean H. & Kristen F.
Gardening:	( <b>needed</b> ) <b>Alynne P.</b> can spruce up the planters in the courtyards prior to school opening in September; work party at the end of August?
Fruit & Veg:	( <b>needed</b> ) <b>Julie R./Alynne P.</b> will continue for the first part of next year; they are phasing out next year, and need to find a replacement to train; deliveries come approx. every 2 weeks on Wednesdays (except all of March and around holidays), and fruits/veggies need to be counted out per classroom and delivered to each classroom; Fiona K. maybe interested?

### 2018/19 Hot Lunch Team:

Coordinator:	Elizabeth M.
Fridays/Hot Lunch Leaders:	Mary Q.
Website:	Sean H.
Volunteer Coordinator:	Kristen F.

Meeting adjourned 8:15pm. This was the final PAC meeting of the 2017/18 school year.

Meetings next year will *likely* be the 3<sup>rd</sup> Tuesday of each month, starting with Tuesday, September 18<sup>th</sup>, 2018 at 6:30pm in the School Library. Subject to change.

Have a great summer!

Treasury Report as at May 15, 2018

Summary Of Accounts as at May 15, 2018	
<b>ASSETS &amp; FORECASTED REVENUE</b>	
<b>Current Account Balance:</b>	
Operating Account Balance (includes \$190 from Fundraising Campaign direct to PAC)	59,288.33
Term Deposit Balance	8,000.00
Gaming Account Balance	6,311.87
<b>Total Current Account Balances</b>	<b>73,600.20</b>
<b>PAC funds held in SD#36 Account:</b>	
PAC Fundraising District Account (Previous Years)	5,196.79
Less \$1,880.50 For Learning Commons Furniture (Total PAC Contribution = \$5,643.71)	-1,880.50
2017/2018 Annual PAC Fundraising Campaign (formerly "CWC") donations to SD36	11,507.00
Less Cost of Bus for Gr 1 trip to Science World	-477.75
<b>Net Amount of PAC Funds Held in SD#36 Accounts</b>	<b>14,345.54</b>
<b>Forecasted Net Proceeds from Fundraising:</b>	
Outstanding proceeds from Hot Lunch Round 3 (awaiting Paypal Transfer)	11,523.61
<b>TOTAL ASSETS &amp; FORECASTED REVENUE</b>	<b>99,469.35</b>
<b>FORECASTED LIABILITIES</b>	
Remaining expenses from Spring Fling	-516.72
Forecasted Operating Budget Expenses	-9,342.46
Forecasted Gaming Budget Expenses	-1,913.73
Set-aside for Playground (from previous years)	-25,000.00
Donation earmarked for Playground	-50.00
Chess Club Funds - Balance Remaining	-83.06
Reserve for 2018/2019	-31,000.00
<b>TOTAL FORECASTED LIABILITIES</b>	<b>-67,905.97</b>

Summary of Plan vs Actual	Plan	Actual	Over/Under
Gaming Grant	\$11,000	\$10,880.00	-\$120.00
Cheque Writing Campaign	\$15,000	\$11,697.00	-\$3,303.00
Hot Lunch Round 1	\$5,000	\$6,287.46	\$1,287.46
Hot Lunch Round 2	\$5,000	\$5,969.03	\$969.03
Hot Lunch Round 3	\$6,500		
Spring Fling	\$5,000	\$9,733.71	\$4,733.71
Snowball Dance	\$200	\$2,790.15	\$2,590.15
Other Revenue (e.g. QSP, Surrey Schools)	\$200	\$319.67	\$119.67
Interest	\$130	\$122.61	
<b>TOTAL (Over/Under Plan)</b>	<b>\$48,030</b>	<b>\$47,800</b>	<b>\$6,277.02</b>

<b>PAC General Account</b>	<b>Plan 2017/2018</b>	<b>YTD Actuals 2017/2018</b>	<b>Over/Under</b>
<b>Operating Budget</b>			
Classroom Funds	3,750	3,750	0
Field Trip Funds	4,400	4,400	0
Learning Support	150	150	0
Integration Support	150	150	0
Integration and Learning Needs	500	500	0
School Counsellor Support	100	100	0
Library	150	150	0
CCW/Aboriginal	400	400	0
PAC Operating Supplies	300	49	
Dues BCCPAC, CPF	75	75	0
Parent Presentations	800		
Staff Luncheon	500		
Grade 7 Farewell	500		
Other (Gifts, Welcome Tea)	600	309	
Raven Fund	1,000		
Teachers' Wish List	1,000		1,000
Gr 1 Field Trip to Science World (Bus)	500	478	22
Gr 5 Carnival	300	300	
Sports Equipment	1,000		1,000
Technology (maintenance & replacement)	6,000		
<b>SUBTOTAL - Operating Budget</b>	<b>\$22,175</b>	<b>\$10,810</b>	<b>\$2,022</b>
<b>PAC Gaming Account</b>	<b>Plan 2017/2018</b>	<b>YTD Actuals 2017/2018</b>	<b>Over/Under</b>
<b>Gaming Budget</b>			
Cultural Events	4,000	2,048	1,308
Transportation (Symphony, Track)	600		
Emergency Preparedness	2,500	2,376	124
Parent Presentations	1,000	471	529
Gardening/Recycling	200	31	
Track & Field Spikes	500		
<b>SUBTOTAL - Gaming Budget</b>	<b>\$8,800</b>	<b>\$4,926</b>	<b>\$1,960</b>
<b>GRAND TOTAL</b>	<b>\$30,975</b>	<b>\$15,736</b>	