


# École Peace Arch Elementary PAC | Sept. 22, 2020 | ONLINE\* Meeting MINUTES

6:30pm, Virtual Meeting via Microsoft Teams | [peacearchpacnews@gmail.com](mailto:peacearchpacnews@gmail.com) | [peacearch.hotlunches.net](http://peacearch.hotlunches.net) |  [P.A.E. PAC](#)

President (outgoing)	Jennifer Wilson	<b>32-ish Online Attendees</b>
Vice-President (outgoing)	Katie Everson	Jennifer Wilson, Katie Everson, Tana Jennings, Kristen Fryer, Laureen Boulet, Amy Grainger, Shannon Versluis, Sean Halliburton, Jennifer Smith, Sara Raouf, Kirsten Yanicki, Fiona Kehler, Elena Vardanyan, Amy Archibald, Manraj Heir, Heather McRobbie, Emily Hinrichs, Luana Recchia, Amy Chen, Chantal Sears, Susanna Murray, Ben Good, Mikki Kinnaird, Stephanie Gilmour, Natalie Haywood, Nikki Turner, Jerry Karata, Sarbjit Sahota, Michael Lai, T. Dosanjh, Jackson P., Rachel Zhu.
Treasurer	Tana Jennings	
Secretary (outgoing)	Kristen Fryer	

**PAC Website:** [peacearch.hotlunches.net](http://peacearch.hotlunches.net). ← **Not just for hot lunch! It's our general PAC website!**  
**If you have a child at Peace Arch, please register for the website to stay up-to-date with our school community.**  
**Please join us at our next meeting, Tuesday, Oct. 20<sup>th</sup>. Time and location TBA.**

**Find us on Facebook!** [www.facebook.com/peacearchelementarypac/](http://www.facebook.com/peacearchelementarypac/) 

## \*SPECIAL NOTE regarding COVID-19 Pandemic. PAC Update from March-Sept 2020:

- Our last PAC Meeting was held online, on May 19, 2020, while in-school instruction was suspended.
- Hot Lunch program was suspended; 10<sup>th</sup> Annual Spring Fling fundraiser set for April 24<sup>th</sup> was cancelled.
- Planning for Phase 2 of the Playground Replacement Project stalled during the spring, then resumed over the summer.
- The AGM and Elections for the PAC Executive, usually held annually in May, were postponed until Sept. 2020.
- We hosted a modified Staff Appreciation Lunch for Peace Arch teachers and staff on June 19<sup>th</sup>; packaged lunches from *Laura's Coffee*; families decorated the school sidewalks with chalk art expressing our thanks to the whole staff!
- We weren't able to host our usual Welcome Back Coffee table for parents on the first day of school this Sept.
- PAC Welcome letters were sent to Kindergarten families during the second week of school.

## 1. Welcome – Jennifer W.

- Welcome to the first Peace Arch PAC meeting of the year! Attendees logged in using their student's account or as guests on *Microsoft Teams*. Thank you to new Principal Laureen Boulet & Acting Vice-Principal Amy Grainger for joining the meeting.
- Great turnout; happy to see so many Kindergarten and new-to-Peace-Arch parents in attendance.
- Apologies to those who had trouble accessing the meeting; we'll review and improve for next meeting.

## 2. Principal's Report – Laureen B.

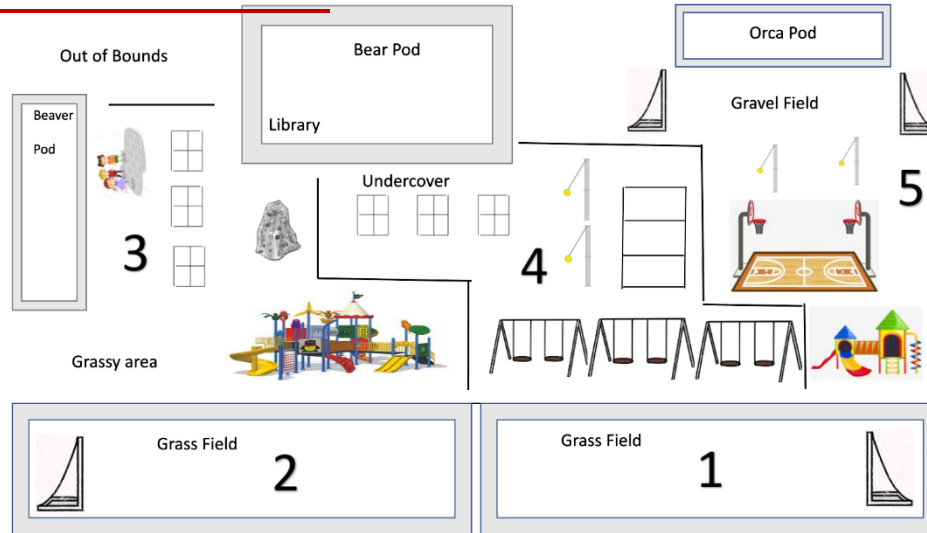
### 2.1 Upcoming Events

- Terry Fox Run – Sept. 24-25: teachers signed up for 30 min. blocks to run/walk on the grass field in their cohorts; teaching about Terry in classrooms all week; consider an [online donation](#): a "toonie for Terry" and cancer research.
- Orange Shirt Day – Wed., Sept 30: "[Every Child Matters](#)" campaign; will be discussed in classrooms, what's special about us all; older grades discuss Reconciliation as appropriate; invited to wear orange on Sept. 30<sup>th</sup>.

### 2.2 School Updates

- Peace Arch has several new staff; increase in EA/ABA staffing; Virtual Meet-The-Teacher event at the end of the month
- Blended Learning: 55 students at Peace Arch chose this program; time at the school will gradually increase as comfort grows; 5 families are home-schooling; 480 students returned face-to-face; *parents with specific questions about the Blended Learning program, please call the school office at 604-536-8711.*
  - The K-7 English Blended students are housed at South Meridian
  - French Immersion Blended are housed at Peace Arch or Laronde; we also have students from Simon Cunningham, Woodward Hill, and Riverdale at both Laronde and our school ;our school has a Gr. 2/3 and Gr. 3/4 Blended Fr.Im. (teacher still needed for this one; TTOC/Amy connecting with those families currently)
- In-school learning going well so far; concern from the staff about playground time; staggered lunch times not possible, so the playground has been divided into zones to spread our students out more evenly across the grounds (pictured next page); new sports/game equipment has been purchased by the school; each day of the week is a different zone; K, Gr.1-2, 3-4, 5-6, 7; monitored by adult lunchtime supervisors and admin.

### New Playground Zones to Keep Cohorts Separate



### 3. Treasury Report – Tana J.

#### 3.1. Review of present state of PAC Balance Sheet; see attached appendix for 2019/20 Year-End Treasury Reports

- PAC is in a healthy financial position at present; bank statements are available for review at any time.
- Total equity: \$91,477 (~\$23,000 of this will be going towards the Playground project)
- Liabilities: HL payments from Round 3 = \$13,085; closer to \$7,000 now after Aug/Sept refunds
- We started 2019 (Sept) with \$71,305; we earned \$20,172 Sept 2019-March 2020
- Review of last year's expenses
- Playground: total price tag is \$93,755 – Rotary will contribute \$63,000 of that, and GST will be rebated to PAC
- Ideas for spending this year? Would like parent input for where to spend PAC funds for this school year
- The last several years we've run only 4 main fundraisers, in place of many smaller ones throughout the year (such as selling chocolate almonds, poinsettias, gift wrap, cookie dough, etc.); will need to rethink this year!
  1. **Hot Lunch** Program (Oct-June) (2018/19 = \$18k)
  2. Annual **Fundraising Campaign** (Sept-Dec) (2018/19 = \$13k)
  3. **Snowball Dance** event (2019 = \$3800)
  4. **Spring Fling Carnival** event (2019 = \$10k)
- Annual Fundraising Campaign / Donations Drive (previously 'Cheque-Writing Campaign'): instead of selling items we don't need or want, we just ask parents for a simple donation!
  - Runs Sept-Dec, online donations through the Surrey School District 'Cash-Online' site; \$25+ earns a tax receipt
    - 2019/20 Campaign: \$8,929 from ~70 families (approx. 19% participation)
    - 2018/19 Campaign: \$13,630 from 108 families (approx. 33% participation)
    - 2017/18 Campaign: \$11,697 from 87 families (approx. 25% participation)
    - 2016/17 Campaign: \$10,726 from 74 families (approx. 22% participation)
    - 2015/16 Campaign: \$11,575 from 93 families (approx. 30% participation)
  - Will need to decide about continuing the Donations Drive; continuity, families are now used to this style of fundraising rather than selling coupon books and poinsettias.

#### 3.2. Teachers and staff to discuss their needs this year, and advise the new PAC Exec of how we can help financially.

### 4. Hot Lunch Program Update – Jennifer W. per Elizabeth M.

#### 4.1. Our Hot Lunch Program is an integral fundraiser for our school; it made \$18,203 in 2018/19, and \$10,306 in the shortened 2019/20 year (only did 2 Rounds instead of 3).

- Due to Round 3 being cancelled (April-June 2020), payment was refunded for 139 families, totaling \$12,053; waiting to hear how much Bambora fees will be (our credit card processing company)
- Approx. 150 families opted to keep a credit on their account, rather than getting refunded; **reminder to register on the [Hot Lunch website](#) with SAME username to receive credits**; \$9,217 of credits still in our account
- Official word from the School District: no hot lunch in Surrey schools until further notice

**5. Playground Replacement Project – Sean H.**

**5.1. Recap of our Playground Replacement ‘journey’:**

- Sept. 2016 – the School District gave notice that the south playground would be due for mandatory removal in approx. 3 years. The District gives a few years’ advance notice so their PAC can begin fundraising for a replacement.
- Feb. 2017 – the District advised that the yellow/pink playground (Phase 1) was indeed on the District’s list for removal in 2019, and the north blue/green playground (Phase 2), including log roll & tire swing, would likely be intended for removal 2021/22. We knew playground fundraising would be a huge task, and didn’t want our parent community to suffer from “fundraising fatigue” by running two large campaigns only a couple years apart. So PAC undertook a fundraising campaign for BOTH replacement projects.
- July 2019 – after 2½ years of fundraising \$100,000 from our generous Peace Arch families and broader community, our wheel-chair accessible Phase 1 playground was installed by parent volunteers and Habitat Systems.
- June 2019 – the [Rotary Club of White Rock](#) approached our PAC to discuss helping fundraise for Phase 2; they are also working with the White Rock Elem. PAC to fundraise for their new playground; Rotary hosted the Turkey Run in Oct. 2019, Book Sale in Dec. 2019, and acquired significant private donations and cost-savings through their wonderful community connections. *Thank you Rotary!!!*
- Sept. 2020 – Rotary presented our PAC with a cheque for \$63,000, and PAC fundraising and tax rebates will cover the remaining \$31,000 for Phase 2’s installation later this fall (total Phase 2 cost = \$94,000). We’ll be seeking parent volunteers to install the playground over a weekend. **Can you help? Seeking a project manager and 15 parent volunteers for a Sat-Sun install.** Please get in touch if you can help out! [peacearchPACplayground@gmail.com](mailto:peacearchPACplayground@gmail.com)

**6. 2020/21 PAC General Elections – Jennifer W.**

Many thanks to all who have stepped up and been elected to take on new roles on the PAC (**names in green**)! Bravo! And ongoing thanks to those who have volunteered to continue their roles for another year (**names in black**)! Bravo!

**2020/21 PAC Executive:**

**President:** .....**Kirsten Yanicki**  
**Co-Vice-Presidents:** .....**Jennifer Smith & Amy Chen**

**Treasurer:** .....**Tana Jennings**  
**Secretary:** .....**Luana Recchia**

**Call for nomination for President. Kirsten Yanicki nominated. Moved by Jennifer S. and Kristen F.; Seconded by Tana J.; Many yesses in favour; No one opposed; Motion Carried.**

**Call for nomination for Vice-President. Jennifer Smith nominated; Amy Chen volunteered. Moved by Kirsten Y.; Seconded by Sean H. and Katie E.; Many yesses in favour; No one opposed; Motion Carried.**

Thank you, Tana, for volunteering to stay on as Treasurer.

**Call for nomination for Secretary. Luana Recchia volunteered. Moved by Kristen F.; seconded by Sean H.; Many yesses in favour; No one opposed; Motion Carried.**

**2020/21 PAC Committees:**

**DPAC (District PAC) Rep:** **Amy Chen**  
**CPF (Cdn. Parents for French) Rep:** **Susanna Murray**  
**Playground Committee Chair:** Sean Halliburton  
**Communications & Social Media:** **Amy Alto**  
**Website:** Sean Halliburton & Kristen Fryer  
**Emergency Preparedness:** Chantal Sears & **Sara Raouf**  
**Fruit & Veggie Program:** Fiona Kehler & Heather McRobbie  
**Dairyland:** Maria Ramsey  
**Gardening/Greening:** **(needed)**

**2020/21 Hot Lunch Team (as needed):**

**Program Coordinator:** Elizabeth McCrank  
**Volunteer Coordinator:** Fiona Kehler

*“Volunteers don’t necessarily have the time;  
they just have the heart.”  
Our school is a better place because of you!*

**Meeting adjourned 7:32pm. Next meeting planned for Tuesday, October 20<sup>th</sup>, 2020. Time and location TBA.**

Minutes prepared by Kristen Fryer, PAC Secretary (outgoing).

## Appendix

Treasury Report as at August 31, 2020 (page 1 of 2)

**Peace Arch Elementary PAC Balance Sheet 2020-08-31****ASSETS**

Current Assets		
Cash on Hand		\$86.75
Van City Operating Account	\$36,067.55	
Playground Fund	\$49,715.00	
Technology Fund	<u>\$0.00</u>	
<b>Total Van City Operating Account</b>		\$85,782.55
<b>Gaming Grant Account</b>		\$9,103.33
Term Deposit		\$0.00
PAC Funds Held in SD#36 Account	\$7,090.10	
Playground Fund	<u>\$2,500.00</u>	
<b>Total PAC Funds Held in SD#36 Account</b>		\$9,590.10
Total Current Assets		\$104,562.73
Accounts Receivable		<u>\$0.00</u>
<b>Total Assets</b>		<b><u><u>\$104,562.73</u></u></b>

**LIABILITIES**

Accounts Payable		<u>\$13,085.11</u>
<b>Total Liabilities</b>		<b><u><u>\$13,085.11</u></u></b>

**EQUITY**

Opening Balances		\$71,305.20
Retained Earnings		<u>\$20,172.42</u>
<b>Total Equity</b>		<b><u><u>\$91,477.62</u></u></b>

<b>Total Liabilities &amp; Equity</b>		<b><u><u>\$104,562.73</u></u></b>
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**Peace Arch PAC Income Statement**

**2019-09-01 to 2020-08-31**

**Revenue**

Annual Donations Drive	\$8,888.85
Donations - Playground	\$40.00
Gaming Grant	\$10,640.00
Playground Grant From SD #36	\$2,500.00
Hot Lunch Revenue	\$47,077.53
Snowball Dance Revenue	\$5,127.45
Spring Fling Revenue	\$0.00
Surrey Eagles Game	\$820.00
Photo Night	\$676.00
Interest Earned	\$145.38
Other Income	\$217.00
<b>Total Revenue</b>	<b><u>\$76,132.21</u></b>

**Expenses**

Taxes	\$22.56
PAC Operations	\$309.16
Peace Arch Classroom/Field Trip Funds	\$8,850.00
Gaming Account Budget	\$1,544.28
French Carnival	\$300.00
Gifts	\$317.64
G1 Science World Field Trip	\$350.00
Grade 7 Farewell	\$785.02
Parent Presentations	\$1,622.50
Playground	\$0.00
Raven Fund	\$0.00
Sports Equipment	\$1,430.00
Staff Luncheon	\$840.31
Technology	\$0.00
Welcome Tea	\$0.00
Teacher's Wish List	\$432.70
Hot Lunch Expenses	\$36,770.74
Snowball Dance Expenses	\$1,359.04
Spring Fling Expenses	\$41.92
Adjustments	\$11.37
Surrey Eagles Tickets	\$500.00
Miscellaneous	\$472.55
<b>Total Expenses</b>	<b><u>\$55,959.79</u></b>

**Net income for Period** **\$20,172.42**

<b>FUNDRAISERS SUMMARY:</b>	
Hot Lunch Revenue	\$47,077.53
Hot Lunch Expenses	-\$36,770.74
<b>Hot Lunch Net Income</b>	<b>\$10,306.79</b>
Snowball Dance Revenue	\$5,127.45
Snowball Dance Expenses	-\$1,359.04
<b>Snowball Dance Net Income</b>	<b>\$3,768.41</b>
Surrey Eagles Game	\$820.00
Surrey Eagles Game	-\$500.00
<b>Surrey Eagles Game Net Income</b>	<b>\$320.00</b>