

Meeting Minutes

Forest Grove Parent Advisory Committee Meeting
November 17, 2021

Present: Kurt Gurney (Principal), Janet Ambrosio (Chair), Selena Yip (Vice Chair), Angela Cook (Treasurer), Janaya Fuller Evans (Secretary), Meagan Carver (Member at large), plus 4 parents

Action items for next meeting ████████

Meeting called to order: 7:00PM

Welcome and introductions

Principal's Report

- Please see attached Principal's Report

Executive Report – Janet Ambrosio

- Please see attached Executive report

Treasurer's Report – Angela Cook

- Nov 17, 2021 Balance Sheet (see attached)
- Nov 17, 2021 Profit and Loss Report (see attached)
- 2021/2022 Budget

Motion to approve the Treasurer's Reports.

Moved by Janet Ambrosio. Seconded by Selena Yip. Motion passed

- Angela: We should decide what to do with MunchaLunch credits for the rest of the year. Meagan: Maybe a special lunch through Zakir, or two? Janet: **We could offer T-shirts again. I can do that fundraiser in the spring.** Meagan: Could we do TCBY again? Janet: Yes

Committee Reports

Hot Lunch – Meagan Carver

- The new lunch program is going well, so we'll keep system as is, though we may do a couple of special lunches with Zakir. Mr. Gurney: It's going well so far. Maegan: There was some confusion at the beginning but it's clearing up now.

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DPAC – Erika Hospina absent

- Nothing to report

Health & Safety

• Parking/drop off – Meagan Carver

- There was an incident yesterday, so an email sent out. It was the first incident of someone being super rude to Meagan. I don't know what else we can do – signs are up. It would be helpful to have a couple more people to help manage parking. Mr Gurney: I'll try to get out there more often. Janet: Could we make a sign up genius, to get more parents to sign up? Unfortunately if they're parking where they shouldn't, they already know they shouldn't. Parking slips for parents to hand out are attached in the minutes

• Lice checks – Janet

- Nothing has changed. Janet: taking it off agenda

Seed to table program – Barb absent

- Please see attached report

Emergency Preparedness – Erika Hospina absent

- Nothing to report

Grade 7 Grad

- Johanna Kwan: We're hoping they'll get the hoodies by December but there have been some delays, so may be in the new year. There is a meeting tomorrow – fundraising will be discussed. Mr.Gurney: The Purdy's fundraising letter is going out. Johanna: We'll do that and possibly the TCBY fundraiser as well

So Fun

• Monster Hunt

- Please see attached report

• Christmas caroling – Brenda Nicholas

- According to Amanda, Brandy donated a Costco-sized hot chocolate.
- Brenda: Confirmed with Craig Bosnick and Mr. Gurney, Dec. 7 will be the evening of caroling, from 6:30-7. Craig brings what he needs, we'll set up a tent and two tables. We're making up a flyer to email to Mr. Gurney, to include it in the newsletter. In case of rain... would we add more tents or postpone? Mr. Gurney: more tents. Brenda: Reminding people to bring reusable mugs. People have wanted to make donations – should we put something out? Janet: ask for donations towards holiday hampers. Selena: We had a coffee can in previous years

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- Vote – passed in favour of donating to holiday hampers. Cash or gift card donations
- A parent said they could help set up
- A parent asked about books being handed out. Brenda: We have them ready. All the lyrics are there

Non-Event fundraising - Athena Turner absent

- No report

Grants – Nicole Gladish absent

- Janet: Project funding goals are in the agenda. Please read the attached goals.
- The survey results: the majority support goals 1 and 2, the accessible swing and projectors. Everyone had a chance to provide feedback and there were a ton of suggestions. Some were not PAC-related, some are happening already. We'll go ahead with our two goals. The majority are in favour. Parent: Did we actually get the quote now for accessible swing? Mr. Gurney: he's coming back with two scenarios. Haven't got it yet. We're also getting another company to come out. Ballpark figures are \$40,000 to \$50,000 for one option, \$60,000 to \$70,000 for the other. A lot of space is needed, about 10 metres in every direction. We may have to move the other swingset. We're trying to figure out what we can do with space.
- Janet: Any possibility of a grant? Mr. Gurney: At the district level, it takes two years in advance for grant applications. Looking into the city grant.
- Vote: Goal 1 passes. Goal 2 passes. Both approved. Other parent suggestions are attached below for future reference

Teacher appreciation – Alex Horgan absent

- Meagan on behalf of Alex: they're still working on the masks and finalizing the design. Will try to get a timeline from Alex

Website & Social media – Kim Yuen absent

- No report given

Mandarin Program – Kurt Gurney on behalf of Adrienne Chow

- Not much to add since last meeting.

Jacket drive – Kurt Gurney

- Two parents approached have approached the school about doing a jacket drive. Have we done one in the past? Meagan: Ms. Howey has organized those. Selena: There have been donation bins at the school in the past, for a couple of weeks. People drop it off during pick up. Mr. Gurney: Coats for kids, we've done that. Janet: There might have been another program at one point, that cleaned them and found homes for them. Mr. Gurney: I'll talk to Ms. Howey about it

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Christmas event

- Janet: There's no pancake breakfast, we're looking into hot chocolate and cookies. Selena: Asked if lunch provider could provide treats for the kids to go with hot chocolate as a special treat instead of the pancake breakfast, which we can't have at this time. Otherwise we can go through Greystone. Meagan is checking it out. Selena: We'll have gift cards for prizes for the kids, 58 of them. Selena is handling cookies and Janet is handling gift cards

New business

- No new business

Adjourn @ 7:55PM

Next meeting will be on January 19 2022.

For more information please feel free to email the PAC at forestgrovepac@gmail.com

PRINCIPAL'S REPORT – NOV 2021

Recent Events:

1. Pumpkin Patch at Forest Grove
 - a. 400 pumpkins delivered on Wed., Oct. 27th
 - b. HUGE thanks to Gurbinder Sandhu from G Line Trucking that stepped up and delivered all these pumpkins at no charge...AMAZING!
2. Costume parade, pumpkin carving contest on Oct. 29th
 - a. Great to see the parade out front and the amazing costumes
 - b. The most decorated/carved pumpkins I've seen at a school...between 80 – 100 and so fantastic. Very hard to judge.
3. Monster Hunt was fantastic. Huge thanks to Amanda and the crew for all their organization, planning and hard work.
4. Hot Lunch has started every Friday and it's going SO well. The student monitors help distribute and it is so well organized and packaged.
5. Hopefully the Remembrance Day Presentation made it through to all of you. The link will be available for a couple more days for viewing.
6. Volleyball is finished for this year with a grand finale of staff vs students at lunch last week. Happy to say that staff retained it title.
 - a. Big thanks to Ms. Shirley, Mr. Nussbaumer, & Ms. Nguyen for taking on the coaching.

Upcoming Events:

1. Basketball will likely be starting up in the next couple of week with support from Burnaby Mountain students
2. Pro-D Day on Friday, Nov. 26th
3. Caroling at Forest Grove is back this year.
 - a. It's happening at 6:30 pm on Tuesday, Dec. 7th. Come join us for ½ hour of caroling fun outside of the Kindergarten rooms.
4. We will be doing a virtual Christmas Concert again this year that will be available online the week of Dec. 13th.
 - a. Hopefully you have all received an email regarding the date of filming so that your kiddos are prepared in their "costumes"
5. Interim Report Cards will be heading home on Thursday, Dec. 16th (just before the Winter Break)
6. Winter Break will run from Dec. 20th – Jan. 4th

Executive Report

Forest Grove PAC

Date: Nov. 17, 2021

1. PAC Meetings will be held virtually on the 3rd Wednesday of each month unless otherwise noted. Mr. Gurney will send out the meeting link prior to each meeting.
2. Direct Donation drive: So far we have raised \$4,659.00
3. BCCPAC is offering anti-racism Public engagement:
 - a) “Systemic racism exists everywhere, including in government policies and programs. The provincial government is seeking public input to help them better understand and to gather information to ensure every British Columbian has access to government services equitably. The consultation is seeking to identify existing gaps and create a more inclusive province. The survey is open from September 9 until November 30, 2021. Take the Experience Survey.”
4. Visit <https://bccpac.bc.ca/> for more news & upcoming events that are relevant to our school and children’s education.

Forest Grove PAC
Balance Sheet Standard
As of November 17, 2021

	Nov 17, '21
ASSETS	
Current Assets	
Checking/Savings	
Bank Accounts	
Vancity General	45,515.89
Vancity Gaming	5,691.43
Vancity General Class B Shares	11.43
Total Bank Accounts	51,218.75
School Accounts	
School Account Donations	5,987.11
School Account Safety Supplies	4,007.53
School Account Walk/Read A ...	544.80
School Account Gr 7 Hoodies	20.00
School Account Gr 7 Fundraisi...	197.50
Total School Accounts	10,756.94
Total Checking/Savings	61,975.69
Total Current Assets	61,975.69
TOTAL ASSETS	61,975.69
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	690.00
Total Accounts Payable	690.00
Other Current Liabilities	
Trans Mtn Reserved Emerg Prep	4,007.53
Munch a Lunch	2,616.55
Total Other Current Liabilities	6,624.08
Total Current Liabilities	7,314.08
Total Liabilities	7,314.08
Equity	
Opening Balance Equity	32,037.46
Retained Earnings	9,522.27
Net Income	13,101.88

Forest Grove PAC
Profit and Loss Standard
September 1 through November 17, 2021

	Sep 1 - Nov 17, '21
Ordinary Income/Expense	
Income	
Direct Donation Drive	4,654.55
Government Grants	
Province of BC Gaming G...	6,800.00
Total Government Grants	6,800.00
Non Event Fundraising	
Creative Packs	533.48
Total Non Event Fundraising	533.48
So Fun Income Events	
Monster Hunt	1,097.95
Hot Lunch	143.65
Read / Walk-a-Thon	5.19
Total So Fun Income Events	1,246.79
Total Income	13,234.82
Expense	
So Fun Expense Events	
Welcome Back Coffee	33.32
Terry Fox	24.62
Total So Fun Expense Eve...	57.94
BCCPAC Membership	75.00
Total Expense	132.94
Net Ordinary Income	13,101.88
Net Income	13,101.88

FOREST GROVE PAC - BUDGET				2021/2022 Budgeted	2021/2022 Actual	Comment	Approval Date
OPENING BALANCE EQUITY (PRE 2019/20):				- 32,037.46			
RETAINED EARNINGS:				- 9,218.77			
AVAILABLE FOR BUDGET:				- 41,256.23			
Donations for School Drive					- 4,654.55		
Government Grants							
Province of BCGaming Grant					- 6,800.00		
S.D.#41 Operating Grant							
Non Event Fundraising							
Cobb's Breads							
Cookbooks							
Clothing Donation Drive							
Creative Packs					- 533.48		
Flip Give							
Stay Safe Course							
T- Shirts							
So Fun							
Hot Lunch				100.00	- 143.65	COVID Food Safe	Oct 20, 2021
Monster Hunt (Mash)				1,500.00	- 1,097.95		Oct 20, 2021
Float							
Movie Night # 1							
Movie Night # 2							
Read / Walk- A- Thon				500.00	- 5.19		Oct 20, 2021
Sports Day				150.00			Oct 20, 2021
Garden Club							
Interest & Dividend Income							
TOTAL INCOME:					- 13,234.82		
EXPENSES:							
Teacher's Wish List							
Division Allowance		Class Size 20 21/ 22					
(Consumables & Field Trips)		355					
Div. 1 Shirley		28	530.15				Oct 20, 2021
Div. 2 Nussbaumer		27	519.59				Oct 20, 2021
Div. 3 Chen		23	477.33				Oct 20, 2021
Div. 4 Li		23	477.33				Oct 20, 2021
Div. 5 Howard		23	477.33				Oct 20, 2021
Div. 6 Zanette		22	466.77				Oct 20, 2021
Div. 7 Lin		22	466.77				Oct 20, 2021
Div. 8 Sheng		22	466.77				Oct 20, 2021
Div. 9 Driedger		21	456.21				Oct 20, 2021
Div. 10 Blackford		20	445.64				Oct 20, 2021
Div. 11 Ma		22	466.77				Oct 20, 2021
Div. 12 Sutton		21	456.21				Oct 20, 2021
Div. 13 Lau		22	466.77				Oct 20, 2021
Div. 14 Mackie		19	435.08				Oct 20, 2021
Div. 15 Howey/ Tiplady		20	445.64				Oct 20, 2021
Div. 16 Hsu		20	445.64				Oct 20, 2021
Learning Support Sedelman			500.00				Oct 20, 2021
Music Program Lo			250.00				Oct 20, 2021
Library Supplement			250.00				Oct 20, 2021
Cultural Learning			250.00				Oct 20, 2021
Primary Event			756.00				Oct 20, 2021
Cultus Lake Subsidy			900.00				Oct 20, 2021
Dance Club			400.00				Oct 20, 2021
Other Clubs, Major Items, TBA							

So Fun						
Welcom e Back Coffee			33.32	33.32		Jun 17, 2021
Welcom e to Kindergarten						
Terry Fox			24.62	24.62		Jun 17, 2021
Pumpkin Patch			700.00			Oct 20, 2021
Pancake Breakfast						
X- Mas Related (Hot Chocolate, Gingerbread)			750.00	290.00	460.00	Oct 20, 2021
Caroling			150.00			Oct 20, 2021
Grade 7						
Camp			500.00			Oct 20, 2021
Grad			1,481.22			Oct 20, 2021
Sprouting Chefs						
Seed to Table						
Garden Club			423.61		\$500 - \$250 Soil + \$173.61Hose	
Soil						
Community Lunch						
Cooking Equipment						
Emergency Prep			2,600.00			Oct 20, 2021
Staff Appreciation			450.00			Oct 20, 2021
Retirement & Books			200.00			Oct 20, 2021
Lice			100.00			Oct 20, 2021
Saleema Noon			750.00			Oct 20, 2021
BCTFBabysitting & Treats (Used Operating Budget Funds)						Oct 20, 2021
Scholarship Former FGStudent			500.00			Oct 20, 2021
Babysitting						
PACKitchen						
Griddles						
Cutlery						
Jerseys						
Financial Supplies						
Label Maker						
Night Deposit Box			40.00			Oct 20, 2021
PACWebsite Domaine			20.00			Oct 20, 2021
BCCPACMem bershhip			75.00	75.00		Jun 17, 2021
Contingency Fund Items:						
General Contingency			1,402.46			Oct 20, 2021
General contingency						
Water Fountain						
Grant Mat ching (Blacktop Upgrades, Out door Learning Areas, or Technology)						
Reserved for next school year						
Sound System					Quote \$15,000	
Mounted Projectors			10,000.00			Nov 17, 2021
Basketball Court					Quote \$100,000	
Wheelchair Accessible Swing			8,000.00			Nov 17, 2021
Garden Bins					16 Divisions* \$500 = \$8000	
SUBTOTAL EXPENSES:				422.94		

						0.00	
				TOTAL EXPENSES:		41,256.23	422.94 Expenses 2021/22
						41,256.23	- 12,811.88 Net Income 2021/22
						0.00	<u>13,101.88</u> Balance to QB
							290.00
				NOTES:			
				Teacher's Wish List			
				Total budgeted \$7,500 (capped at \$ 10K)			
				\$3,750 divided by 16 divisions= \$234.38 / division			
				\$3,750 prorated by class size (# of students per class)			
				2022/23 Budget			
				Based on grants, donations, fundraising from 2021/22 school year			

November 2021 – Garden Committee/Seed to Table Program Report to FG PAC

Garden Club –

- Continuing to meet until first week of December
- Focus has been on putting the garden to bed, covering with a layer of leaf mulch, planting garlic and preparing for winter
- Students are now meeting indoors to create bird feeders and craft cards for a local non profit, Beauty Night Society using a variety of leaves found around the school and as a way for the students to share their messages of hope
- A 3rd compost (same structure as the other 2 we currently have) has been donated by a family from Garden Club

Seed to Table Classes

- Will begin again in later January with a focus on creating intentions and visioning, seed inventory and garden planning

After School Cooking Classes

- A set of 15 students from the Advanced Classes have been asked to return with 7 students so far registering
- These are paid classes offered to Gr. 5 to 7 students who have already been part of the program
- When an appropriate Chef Assistant has been sourced, there will be consideration to expand the program to beginners

GIVING TUESDAY FUNDRAISER FOR SPROUTING CHEFS

Please consider donating to Sprouting Chefs for future programs such as the ones your children have been impacted by. Giving Tuesday happens as a response to Black Friday and will be occurring on November 30th, 2021. A newsletter link will be provided to the school with stories of impact or feel free to donate directly via the Sprouting Chefs website. Funds raised will go towards sourcing a team to help the programs and expand the services.

Monster Hunt Update

Monster hunt 2.0 was a great success! Thanks again to all the parents who volunteered for planning, set up, helped on the day of with decorating, set up, volunteering for a station and for staying to clear up. This year was so much more smooth than last year and it was all due to the fantastic help! We also had some amazing kids help us! A shout out to Kate, Tristan and Zachary for helping throughout and filling gaps as needed and to Dylan for helping to knock our spooky forest out of the park. We had some fantastic community volunteers on top of parents who helped with story telling. These were simply just kind community members! We have thanked them with a small gift. We also had some amazing volunteers (past grads from FG) come and help out and they were such a great help. I have emailed the coordinator a thank you as well.

We sold out the event in 2.5 days and 280 people attended! There were a number of families who couldn't come because they couldn't get tickets. It was so nice to see that the event was so well received! We were sad that we could not accommodate everyone!

I think, thanks to the 50/50 draw we broke even or maybe even made a few dollars. I will make sure to get all the final numbers to Angela soon. SORRY!

The new booking system Kim found was so much more smooth! Thank you Kim! and the 50/50 draw was a success!

Lastly, thanks again to Mr. Gurney for all his help throughout the planning, prepping and staying to the end the clean up and to the evening care taker Herald???(eeekkk can't remember his name! Sorry!) for also helping us clean up and set down!

Grants & Project Funding:

- What is our goal? (from PAC & Teacher meetings)
 - Accessible playground equipment Cost is \$50,000 (PAC is proposing to allocate \$8,000)
 - Mounted projectors/ classroom TVs \$15,000 (PAC is proposing to allocate \$10,000)
 - Sound system upgrades for gym
 - Basketball court
- Additional suggestions from families:
 - Afterschool programs
 - access to interactive whiteboards
 - paved path from playground to school, especially up short hill
 - covered outdoor areas
 - outdoor seating

Parent suggestions:

- to make own sit-upons using duct-tape and cardboard
- outdoor picnic tables
- outdoor education
- better parking for pick up & drop off
- upgrades playground flooring (eco-cover)
- lunch room / cafeteria / program
- lockers
- more programs for students with diverse needs, special needs & giftedness
- Guest speakers (health, financial planning, environmental activism)
- increased physical education and extra curriculars
- grass field / improved soccer field
- HVAC system, cooling, heating with UV light, HEPA or MER 13 filter
- afterschool care
- Upgrading school computers



Parking is a challenge for
EVERYONE!

Please consider this a friendly reminder from your Forest Grove PAC to respect the **NO PARKING** signs around the school. These signs are here to ensure the safety of **ALL** our children and families who drop off and pick up here at Forest Grove.

Please try to come a bit earlier to secure a closer spot or get used to walking a bit farther, we all have to do this!

By-law officers have been notified and will come periodically to the school to enforce these rules.

Please set a good example for your children and those around you by following the safety rules. If you have questions about this, you are welcome to contact Mr. Gurney the principal, or email the PAC at forestgrovepac@gmail.com

School phone: 604-296-9026



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