

Forest Grove PAC Meeting Minutes-October

Attendees: Kurt Gurney, Janet Ambrosio, Heide Baer, Chelsea Menzies, Brenda Nicholas, Kelly Ebbers, Amanda Kelloway, Brandi Bollen, Lorena Ayrad, Sheila Maclean, Erika Hospina, Chantal Lauzon

Principles Report:

Recent Events

1. Terry Fox Run
 - Kurt says thanks so much to all the parent volunteers that not only cut and handed out oranges, but also lined the route, acted as spotters or markers, and cheered all the kiddos on .
 - We haven't finalized the Terry Fox total funds raised, but believe it to be about \$3000
2. Orange Shirt Day (Sept 29th)
 - a. Recognition of the harms caused by residential schools and to learn from previous mistakes
 - b. Hopefully all families were able to see the displays outside each of the classrooms to acknowledge this day
3. Tuesday, Oct 4th & Thursday, Oct 6th (Parents as Partners Conferences)
 - a. We had a great turnout, and it was wonderful to see all the parents IN the school again.
 - b. Feedback?

Upcoming Events

1. Currently working with Stream of Dreams where each child learns about salmon, the water cycle, and the impact we can have on our environment
 - a. Part of the project is fish on fences, It would be wonderful to have some parent volunteers to help with this part next week(haven't confirmed if this is Monday or Tuesday and exactly at what time)
2. Provincial Pro-D Day this Friday, October 21st (no school for students)
3. FSA's for grade 4&7 students begin Oct 24th and run until Nov. 10th
4. Retake Picture Day Oct. 27th
 - a. If you missed out or are not happy with the photos, be sure to get your kiddo to get a retake. Pictures should be available in the next couple of days using the QR codes given to each child.
5. Halloween Events
 - a. Monster Mash of Friday, Oct. 28th
 - b. Halloween Parade, Pumpkin Carving Contest first thing Monday, Oct. 31st...come join the parade

6. Remembrance Day Assembly on Thursday, Oct. 10th @ 10:45 am
- 7.
8. Winter Concert is scheduled on Wednesday, Dec 14th (mark your calendars).
 - a. 1:00 performance
 - b. 7:00 performance

Executive Report

1. PAC Meetings will be held virtually on the 2nd Tuesday of each month unless otherwise noted. Mr. Gurney will send out the meeting link prior to each meeting. Some are looking forward to in person meetings. A few are happy with hybrid model.
2. Donation Drive: First notice sent out. To date we've raised \$1,343
3. BCCPAC has resources for parents: <http://bccpac.bc.ca/> This has been renewed
4. Variety Grant: emailed Anna Sept .21 to find out if they can help support the sensory path.
5. Kind reminder that PAC is a volunteer run organization and a thank you to everyone that has volunteered their time, talents, money or other resources to the PAC. We truly cannot do it without your support. If there is something you'd like to see PAC more involved in please consider creating a committee to spearhead the project you'd like to see at our school. Our PAC executive members are all parent volunteers and while we'd love to make every suggestion a reality, we only have so much time to give and need your help too.

-Enter letter here-

Treasurer's Report

1. Gaming Grant received this year is more than last year's \$6800 dollars. This year we're receiving \$7000.
2. Receipts from Mr. Nussbaumer
3. Muncha-lunch credits locked and loaded
4. 40\$ credit form somebody(no name). Do we want to put it into donations? Janet agreed, nobody opposed
5. Doubled budget for retirement & Books
6. Surplus of 2,500 – Amanda asks if we have a surplus, are we able to give \$ back to Barb. Has this been discussed? She needs 250\$ for soil. Brandi suggests even doubling her allotted funds but conservative enough. Barb was asking for 6-10\$ per student.
7. Janet is asking – Projector or bigger ticket items, What do we have leftover? Brandi is asking if there's a possibility to put a set amount into the school fees for next year?
8. Teacher's wishlist – Adjusted for inflation. Formula is that half is evenly divided and the other half is based on student numbers. Green team -pick up the trash and Kathy was taking \$ out of her own pocket for this
9. Chinese New Year went up this year -We'll have new year's festivities

10. SD #41 – OP grant – 525\$ for mental health
11. Talk about so fun expenses. Pumpkin patch not on site
12. We need a signer for approving expenses. Every cheque needs 2 signatures
13. Balance sheets, Accounts, Leftover munch-a-lunch
14. Contingency fund- Scrapped, irrelevant

Hot lunch -Meagan Carver

1. Mon Café – Kid's don't like the food.
2. Canadian Pizza plus – lunch on Friday's going forward on Friday's. We want to support local community..end of cest mon café.

Health & Safety training

1. Session on how to check for lice, In the past there were classes for all parent volunteers. 7 or 8 parent volunteers needed. Question on if there is a need currently. Brenda wonders if we should bring down the whole school. Brenda can't run this anymore as she's working full time.

Seed to Table- updates

Emergency Preparedness

1. Kurt will contact Kinder Morgan. Question on where any \$ can go towards projectors.

Non Event Fundraising

Brenda – Caroling

1. Craig Bosnick happy to come again this year.
2. Possible dates and Monday, Tuesday or Wednesday first week of December. Tuesday December 6th agreed upon start at 6 or 6:30.

PRINCIPAL'S REPORT– OCT 2022

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 - a. Parents are welcome to attend
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Executive Report

Forest Grove PAC

Date: October 18, 2022

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Burnaby Mountain Secondary School

Dear Forest Grove Elementary PAC,
I was beyond excited and proud to learn that I was the recipient of the Forest Grove Elementary Alumni Scholarship! I am writing to thank you for your generous financial support towards my post secondary education at UBC this fall.

I plan on entering the faculty of science where I want to pursue a degree in environmental sciences. This scholarship is extremely important to me because my time at Forest Grove is what inspired me to pursue environmental science and give back to my community in hopes I inspire youth to do the same.

Thank you again for your generosity and investment in my future.

Sincerely,
Casey Lo

Profit and Loss

Forest Grove Parents Advisory Committee For the period 1 September 2022 to 18 October 2022

	ACTUAL	2022-23 DRAFT BUDGET	VARIANCE
Trading Income			
Prior Year Surplus	39,511	39,511	0 ↑
Other Revenue (TransMountain)	-	4,008	(4,008) ↓
Direct Donation Drive	1,343	-	1,343 ↑
Government Grants			
Province of BC Gaming Grant	7,000	7,000	- —
SD#41 Operating Grant Revenue	-	178	(178) ↓
Total Government Grants	7,000	7,178	(178)
Non Event Fundraising			
COBS Bread Bakery	-	203	(203) ↓
Total Non Event Fundraising	-	203	(203)
So Fun Income Events			
Hot Lunch	-	2,800	(2,800) ↓
Monster Mash / Hunt	-	500	(500) ↓
Read / Walk-a-Thon	-	100	(100) ↓
Sports Day	-	100	(100) ↓
Total So Fun Income Events	-	3,500	(3,500)
Total Trading Income	47,854	54,400	(6,546)
Gross Profit	47,854	54,400	(6,546)
Operating Expenses			
PAC Admin Expenses			
BCCPAC Membership	75	75	- —
PAC Website Domain	-	20	(20) ↓
Vancity Expenses (Night Deposit)	-	40	(40) ↓
Banking Expenses (Chqs/Etransfers)	1	109	(108) ↓
Childminding (PAC Meetings)	-	200	(200) ↓
Total PAC Admin Expenses	76	444	(368)
Teachers' Wish List			
Divisions			
Div 1 Shirley	-	558	(558) ↓
Div 2 Nussbaumer / *Hiring*	-	558	(558) ↓

	ACTUAL	2022-23 DRAFT BUDGET	VARIANCE
Div 3 *Hiring*	-	570	(570) ↓
Div 4 Li	-	558	(558) ↓
Div 5 Lai	-	558	(558) ↓
Div 6 Wong	-	535	(535) ↓
Div 7 Lin	-	501	(501) ↓
Div 8 Howard	-	466	(466) ↓
Div 9 Sheng	-	489	(489) ↓
Div 10 Liaw	-	466	(466) ↓
Div 11 Blackford	-	466	(466) ↓
Div 14 Lee	-	421	(421) ↓
Div 12 Ma	-	489	(489) ↓
Div 13 Lau	-	466	(466) ↓
Div 15 Mackie	-	432	(432) ↓
Div 16 Howey	-	432	(432) ↓
Div 17 Hsu	-	455	(455) ↓
Subtotal Divisions	-	8,420	(8,420)
Green Team Hart	-	250	(250) ↓
Music Program Veikle	-	265	(265) ↓
Learning Support Siedelman	-	535	(535) ↓
Library Supplement	-	280	(280) ↓
Cultural Learning	-	1,000	(1,000) ↓
Dance Club	-	425	(425) ↓
Primary Event	-	900	(900) ↓
Intermediate Event	-	960	(960) ↓
Total Teachers' Wish List	-	13,035	(13,035)
Health & Health Education			
Body Science (Saleema Noon)	-	750	(750) ↓
Lice	-	100	(100) ↓
Parent Education - Mental Health	-	525	(525) ↓
Total Health & Health Education	-	1,375	(1,375)
So Fun Expense Events			
Christmas - Caroling	-	150	(150) ↓
Christmas - Other	-	750	(750) ↓

	ACTUAL	2022-23 DRAFT BUDGET	VARIANCE
Pumpkin Patch	-	700	(700) ↓
Terry Fox Run	202	250	(48) ↓
Welcome Back Coffee	196	200	(4) ↓
Total So Fun Expense Events	398	2,050	(1,652)
Sprouting Chefs			
Garden Club Expenses	-	425	(425) ↓
Total Sprouting Chefs	-	425	(425)
Grade 7			
Gr 7 Camp	-	500	(500) ↓
Grad	-	2,671	(2,671) ↓
Total Grade 7	-	3,171	(3,171)
Other Expenses			
Projected Surplus for Future	-	25,500	(25,500) ↓
Custodial Supplement	-	250	(250) ↓
Emergency Preparedness	-	6,500	(6,500) ↓
Retirement & Books	-	400	(400) ↓
Scholarship Former FG Student	-	500	(500) ↓
Staff Appreciation	-	750	(750) ↓
Total Other Expenses	-	33,900	(33,900)
Total Operating Expenses	474	54,400	(53,926)
Net Profit	47,380	-	47,380

1. Expenses Approved at 20-Sep Meeting

2. Expense Approved at 15-Jun Meeting

Balance Sheet

Forest Grove Parents Advisory Committee

As at 18 October 2022

Accrual Basis

18 OCT 2022

Assets

Bank

FG-PAC Accounts

General Vancity Community Business Acct	40,253
Gaming Vancity Community Business Acct	7,598
Class B Membership Shares	12
Total FG-PAC Accounts	47,863

School Accounts

School Account- Donations	1,680
School Account- Gr 7 Fundraising	1,646
School Account- Gr 7 Hoodies	6
School Account- Safety Supplies	4,008 ¹
School Account- Walk/Read-a-Thon	545
School Account- Children's Fund/Prog Sup	(9)
School Account- ARTSTARTS Performing Artist	41
Total School Accounts	7,917 ²

Total Bank 55,780

Current Assets

Accounts Receivable	175 ³
Total Current Assets	175

Total Assets 55,955

Liabilities

Current Liabilities

Accounts Payable	2,070 ⁴
MunchaLunch	552
Unearned Revenue	4,008 ¹
Total Current Liabilities	6,629

Total Liabilities 6,629

Net Assets 49,325

Equity

SD#41 Operating Grant Balance	347
Contingency Fund	1,402
Current Year Earnings	47,380
Retained Earnings	196 ⁵
Total Equity	49,325

1. Emergency Preparedness Supplies Funds

\$4,007.53 funds received from TransMountain - will declare as revenue when we are able to spend it.

2. School Accounts

Reconciled to 13-Jun only; final reconciliation for last year and YTD will take place when records received.

3. Receivables

\$ 142 = Renew Crew Foundation (Return-It) proceeds as of May

\$ 33 = FlipGive - we can't request these funds until total reaches \$100 minimum.

4. Payables

\$1,720 = Estimated cost of Grad Yearbooks

\$ 350 = Grad Raffle Prize Bill whose payment was returned

5. Retained Earnings \$196

Represents net change so far this year to SD #41 Operating Grant Balance -- spend / (gain).