

# Meeting Minutes

Forest Grove Parent Advisory Committee Meeting

February 16, 2022

**Present:** Kurt Gurney (Principal), Janet Ambrosio (Chair), Selena Yip (Vice Chair), Angela Cook (Treasurer), Meagan Carver, Janaya Fuller Evans (Secretary) plus 6 parents

Action items for next meeting █

**Meeting called to order:** 7:00PM

Welcome and introductions

## **Principal's Report**

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- Please see attached Principal's Report

## **Executive Report – Janet Ambrosio**

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- Please see attached Executive Report

## **Treasurer's Report – Angela Cook**

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- 2021/2022 Budget (see attached)
- Feb. 16, 2022 Balance Sheet (see attached)
- Feb. 16, 2022 Profit and Loss Report (see attached)

**Motion to approve the Treasurer's Reports.**

Moved by Janet Ambrosio. Seconded by Amanda Kelloway. Motion passed

## **Committee Reports**

### **Hot Lunch – Meagan Carver**

- More kid friendly options included, going to keep offering it. Possibly pizza for sports day.

### **DPAC – Erika Hospina absent**

- No report

### **Health & Safety**

- **Parking/drop off – Meagan Carver**
  - Not as much of a problem, fewer issues recently

### **Seed to table program – Barb Koyanagi**

- Meeting indoors the last few sessions since school came back. We'll probably be moving to outdoors after the next few sessions. We have a connection with Burnaby

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Mountain – Casey revitalized the indoor garden space there. There's money to get that and outdoor bins going as well. Also has an arrangement with Edmonds – kids are planting seeds, teens are taking care of them. There's whole table dedicated to Foods 9 program. In Spring, possibly May– Ms. Lewis the vice principal at Burnaby Mountain is fairly confident Forest Grove kids can do a tour at the high school of what they're doing

- Labyrinth continues to be an issue, someone keeps going there and putting it into a spiral. We have a bag of cement – can cement some of the key stones. There is graffiti still up there, on benches and rock. The large rhodo in front of the school needs taking down
- The Seed to Table program starts around April. Sprouting Chefs does have funds to cover cost. Have soil as well
- Ms. Shirley's class working on getting a tree, it should be \$100-500. Currently have \$250 – maybe PAC could help. Matching funds for the program would be helpful – grant or PAC. That's the main ask for today's meeting. Ideally the program would get \$30 per family. Around \$3000, other schools do it. Kurt Gurney: with 270-280 families, ballpark, \$8,100. Janet Ambrosio: What was the budget in October for garden club? Angela Cook: We budgeted \$500 - \$250 soil + \$173.61 for the hose = \$423.61 Barb Koyanagi: It's something to keep in mind for the fall. We've had no response from TMX (re: grant). Kurt Gurney: We never go above \$6 per student, and we go by student. It should it be a lower amount we're looking for – 350 students, \$6 each
- We'll be doing some soil testing, in March. Hopefully kids and parents could help. Kurt Gurney: As things open, it could be possible. I'll email Terry at the district

## **Emergency Preparedness – Erika Hospina absent**

- No report

## **Grade 7 Grad – Johanna Kwan**

- Work in progress, decorations, luncheon, students taking photos for the yearbook. Yogurt fundraiser worked out well
- Angela Cook: Next time use Munch a Lunch. Parents can use credits. Meagan Carver will have to set up

## **So Fun**

- **Christmas caroling – Brenda Nicholas absent**
  - No report

## **Non-Event fundraising - Athena Turner**

- Clothing donation drive. April 24<sup>th</sup>. April 22<sup>nd</sup>, Earth Day – coincides. We've done it previously in the gym, back up plan is to use some of the tents outside in the parking lot. Next PAC meeting, looking for volunteers. Big Brothers is doing it. We usually send home a garbage bag with each student, then parents drop off all your stuff in

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the morning

- As for a safety course, it would be better to do it next year in person, didn't work out as well online

## **Grants – Nicole Gladish absent**

- Kurt Gurney: An accessible swing is not possible. We're working with the city around the side park, likely no, but working on that. No go on school grounds

## **Teacher appreciation – Alex Horgan absent**

- No report

## **Website & Social media – Kim Yuen absent**

- No report

## **Mandarin Program –Adrienne Chow absent**

- Kurt Gurney: We're working with the District on how transition is going from Grade 7. There is a Mandarin survey. High school meeting March 7, what it's going to look like at the high school level for September.

## **New business**

- Janet Ambrosio: For anyone who wants to set up a diversity committee to honour Black History Month and Truth and Reconciliation Day, they should contact the PAC. Diversity. As well. Anyone who wants to set up a committee should do contact us: [forestgrovepac@gmail.com](mailto:forestgrovepac@gmail.com). Kurt Gurney set up website for Black History Month to let parents know what kids are doing. <https://forestgrove.burnabyschools.ca/3431-2/>
- Need a PAC meeting in March? Vote. Everyone in favour of skipping March. Passed
- School T-shirts are being offered again in April.

## **Adjourn @ 7:49PM**

Next meeting will be on April 20, 2022 at 7 p.m.

For more information, please feel free to email the PAC at [forestgrovepac@gmail.com](mailto:forestgrovepac@gmail.com)

# PRINCIPAL'S REPORT – FEB 2022

## Recent Events:

1. Registration month is this month
  - a. If you know of anyone with children born in 2017, please remind them to register for Kindergarten ASAP.
2. Chinese New Year
  - a. Each of the Mandarin classes did many special projects that I'm hopefully going to be able to share with everyone sooner than later (sorry, the video editing and uploading has been hitting a lot of snags)
3. Black History Month
  - a. Each class has been or will be working on projects and units around Black History in Canada and around the world. Focus has been on promoting positive representation and acknowledging influential people from the past
    - i. Grade 4/5's have been learning about Dr. Martin Luther King Jr and Human Rights
    - ii. Grade 1's have been learning about Viola Davis and created movie tickets with a special message written to her
    - iii. Grade 2's have been learning about 5 historic events in Canadian History and made posters. They were especially moved by the story of Harriet Tubman and the underground railroad
    - iv. Gr. 6/7's have been discussing influential Black athletes, musicians, and political leaders. They are now focusing on ones they believe had the most significant contributions to Canadian society and ways of life
  - b. I will share some pictures and examples of student work on our website.
4. Valentine's Day Heart
  - a. We have a giant heart in our hallway and have encouraged students to place a heart inside with a note written on it about what they love most about Forest Grove. Popular responses:
    - i. All the teachers and my friends
    - ii. Exploration time with my friends
    - iii. The beautiful forest that surrounds the school
    - iv. The library and all the books we have
    - v. Lexa the dog
    - vi. Running in the gym and art

## Upcoming Events:

1. Family Day on Monday, Feb. 21<sup>st</sup> (no school)
2. Pink Shirt Day on Wednesday, Feb. 23<sup>rd</sup>
  - a. We encourage all family members to wear pink that day and to look out for some messaging on our windows that day
3. Pro-D Day on Feb. 25<sup>th</sup> (no school for students in the district)
4. Mandarin Lottery will occur on March 4<sup>th</sup> and we'll be starting to notify families the week of Mar. 7<sup>th</sup> on whether or not their child is in or on a waitlist.
5. Report Cards go home March 10<sup>th</sup>
6. Spring Break is from March 14<sup>th</sup> – March 25<sup>th</sup>

## Executive Report

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Forest Grove PAC

Date: February 2022

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. BCCPAC has resources for parents: <https://bccpac.bc.ca/>
3. 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.

FOREST GROVE PAC - BUDGET

	2021/2022 Budgeted	2021/2022 Actual	Comment	Approval Date
<b>OPENING BALANCE EQUITY (PRE 2019)</b>	<b>-32,037.46</b>			
<b>RETAINED EARNINGS:</b>	<b>-9,522.27</b>			
<b>AVAILABLE FOR BUDGET:</b>	<b>-41,559.73</b>			
<b>Donations for School Drive</b>		-5,592.53		
<b>Government Grants</b>				
Province of BC Gaming Grant		-6,800.00		
S.D. #41 Operating Grant		-177.50		
<b>Non Event Fundraising</b>				
Cobb's Breads		-206.00		
Cookbooks				
Creative Packs		-533.48		
FlipGive		-406.35		
Stay Safe Course				
T-Shirts				
<b>So Fun</b>				
Hot Lunch	100.00	-1,096.71	COVID Food Safe	Oct 20, 2021
Monster Hunt (Mash)	1,500.00	-385.11		Oct 20, 2021
Movie Night #1				
Movie Night #2				
Read / Walk--A-Thon	500.00	-5.19		Oct 20, 2021
Sports Day	150.00			Oct 20, 2021
<b>Interest &amp; Dividend Income</b>				
<b>TOTAL INCOME:</b>		<b>-15,202.87</b>		
<b>EXPENSES:</b>				
<b>Teacher's Wish List</b>				
<b>Division Allowance</b>	<b>Class Size 2021/22</b>			
<b>(Consumables &amp; Field Trips)</b>	<b>355</b>			
Div. 1 Shirley	28	530.15	64.63	Oct 20, 2021
Div. 2 Nussbaumer	27	519.59	50.27	Oct 20, 2021
Div. 3 Chen	23	477.33	64.20	Oct 20, 2021
Div. 4 Li	23	477.33	477.33	Oct 20, 2021
Div. 5 Howard	23	477.33		Oct 20, 2021
Div. 6 Zanette	22	466.77	405.38	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	153.36	Oct 20, 2021
Div. 15 Howey / Tiplady	20	445.64	203.59	Oct 20, 2021
Div. 16 Hsu	20	445.64	215.72	Oct 20, 2021
Learning Support Siedelman		500.00		Oct 20, 2021
Music Program Lo		250.00		Oct 20, 2021
Library Supplement		250.00		Oct 20, 2021
Cultural Learning		250.00	35.02	Oct 20, 2021
Primary Event		756.00		Oct 20, 2021
Cultus Lake Subsidy		900.00		Oct 20, 2021
Dance Club		400.00	50.00	Oct 20, 2021
<b>So Fun</b>				
Welcome Back Coffee		33.32	33.32	Jun 17, 2021

Forest Grove PAC  
Balance Sheet Standard  
As of February 16, 2022

	Feb 16, '22
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Bank Accounts	
Vancity General	45,672.88
Vancity Gaming	3,977.72
Vancity General Class B Shares	11.43
Total Bank Accounts	49,662.03
School Accounts	
School Account Donations	6,925.09
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...	397.08
Total School Accounts	11,894.50
Total Checking/Savings	61,556.53
Accounts Receivable	
Accounts Receivable	
Flip Give	406.35
Total Accounts Receivable	406.35
Total Accounts Receivable	406.35
Total Current Assets	61,962.88
<b>TOTAL ASSETS</b>	<b>61,962.88</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Trans Mtn Reserved Emerg Prep	4,007.53
Munch a Lunch	2,489.45
Total Other Current Liabilities	6,496.98
Total Current Liabilities	6,496.98
Total Liabilities	6,496.98
Equity	
Opening Balance Equity	32,037.46

Forest Grove PAC  
Profit and Loss Standard  
September 1, 2021 through February 16, 2022

	Sep 1, '21 – Feb 16, '22
Ordinary Income/Expense	
Income	
Direct Donation Drive	5,592.53
Government Grants	
Province of BC Gaming Grant	6,800.00
S.D. #41 Operating Grant	177.50
Total Government Grants	6,977.50
Non Event Fundraising	
Cobb's Breads	206.00
Creative Packs	533.48
Flip Give	406.35
Total Non Event Fundraising	1,145.83
So Fun Income Events	
Monster Hunt	385.11
Hot Lunch	1,096.71
Read / Walk-a-Thon	5.19
Total So Fun Income Events	1,487.01
<b>Total Income</b>	<b>15,202.87</b>
Expense	
Teacher's Wish List	
Div Allowance Incl Field Trips	
Div. 1 Shirley	64.63
Div. 2 Nussbaumer	50.27
Div. 3 Chen	64.20
Div. 4 Li	477.33
Div. 6 Zanette	405.38
Div. 14 Mackie	153.36
Div. 15 Howey & Tiplady	203.59
Div. 16 Hsu	215.72
Total Div Allowance Incl Field ...	1,634.48
Cultural Learning	35.02
Dance Club	50.00
Total Teacher's Wish List	1,719.50
So Fun Expense Events	
Welcome Back Coffee	33.32
Terry Fox	24.62
Xmas / Pancake Breakfast	534.29
Caroling	71.99