

Meeting Minutes

Forest Grove Parent Advisory Committee Meeting
April 20, 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

- Please see attached Principal's Report
- Parent question: Would babysitting be possible for the student Lled conferences?
Janet Ambrosio: Is willing to help. Perhaps Grade 7 babysitters could help as well

Executive Report – Janet Ambrosio

- Nothing to report

Treasurer's Report – Angela Cook

- 2021/2022 Budget (see attached)
- April 20, 2022 Balance Sheet (see attached)
- April 20, 2022 Profit and Loss Report (see attached)

Motion to approve the Treasurer's Reports.

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

Committee Reports

Hot Lunch – Meagan Carver absent

- No report

DPAC – Erika Hospina absent

- Erika Hospina is stepping away from DPAC and Emergency preparedness and will help someone take over the role for next year

Health & Safety

- **Parking/drop off – Meagan Carver absent**
 - No report

Seed to table program – Selena Yip

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- The Garden Club is meeting for Earth Day – 3 to 4 p.m. on Friday, April 22. Celebrating with a year-end feast with the cooking class students. Stay tuned for time/dates. Garden has been cleaned up. Kurt Gurney please mention Garden Club in announcements.
- **Action item:** Kurt Gurney: Mention Garden Club in the announcements

Emergency Preparedness – Erika Hospina absent

- No report

Grade 7 Grad – Johanna Kwan

- A lot is underway. Kids need to make lunch choices, song for the ceremony. Is it in the gym? Mr. Gurney: Yes probably, still needs to be sorted. Just Grade 7 families. Camp – trying to determine how much fundraising will go to the camp portion. Committee has about \$3000 now, Grad will cost about \$3200. Maybe \$500 set aside for camp. Any other funding raised would go to camp. Parent question: Is it possible for other parents to serve lunch for grads, can other parents help so Grade 7 families can eat together? Johanna: This time, students are just eating together

Non-Event fundraising - Athena Turner absent

- Emailed report - Clothing donation drive. April 24th. 8:30 to 11 a.m. Clothing will be redistributed in bags, to fill them. Can use more volunteers. Also working on Creative Packs. Parent question: Is this on social media. Answer: Yes

Grants – Kurt Gurney

- TVs are now in 6 classrooms, not hooked up. Still waiting for that. Janet Ambrosio: The accessible playground is stalled. Working with Variety and the City of Burnaby. But haven't found a solution

Teacher appreciation – Alex Horgan

- Masks weren't going to work. Now going with planting kits with postcard thanking them for helping our kids grow. Looks like it'll be under budget. Should be out end of May. Next year would love to have a bigger budget – bamboo cutlery is something I'm looking into. Janet Ambrosio: If you give us a quote in Sept., that would work, as we decide the budget in Oct.

Website & Social media – Kim Yuen

- We could try boosting posts. Is this something we want to do? Could budget for it next year. Janet Ambrosio: Not sure we need to do that? Kim Yeun: We could use it for Donation Drives, etc. Family and friends might also want to buy things (cookbook, etc)

Mandarin Program –Adrienne Chow absent

- Kurt Gurney: Working closely with the high school with the teacher there. There is

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an assessment every year, placing students where they'll go best and to get a sense of how it's going. Parent question: Can they get the assessment if they go to a different school (than Burnaby Mountain)? Kurt Gurney: Yes, the assessment goes there

Fundraising

Janet Ambrosio: The order is in. We sold 82 shirts this year. Not sure what the profit is but will find out soon

New business

- Janet Ambrosio: School guidelines on nutrition – possibly end of the year. Anyone have any issues? No one as of now.
May 18th AGM – Vote for PAC members. Anyone with children at Forest Grove, or guardians of children, can nominate themselves or be nominated. Kurt Gurney: possibility of doing co-chairs of the PAC? To make it easier? Selena Yip: Absolutely, but we have to have extra members at large to keep an uneven number of members of the executive committee. Janet Ambrosio: Selena and I could co-chair to keep the numbers. We were updating the policies. Janet is looking into it. Parent question: Could you put out description of roles? Kurt Gurney: We should put out email to the future K parents, will do. Selena Yip: 80% of questions are answered on the DPAC website. It's a great place to get answers, and to connect with people at meetings
- Nellie's soap – No interest
- Kurt Gurney: We're putting in sensory pathways around the school. Alphabet letters, step on vowels, etc. Grade 7s are designing it. Concrete is getting powerwashed, we'll do the painting with the kids on a weekend. Alex Horgan: Can we do a little education about sensory issues at the same time? Kurt Gurney: Agrees. Janet Ambrosio: Variety might be interested in getting involved too. Anna at Variety has expressed interest in sensory projects with schools. Alex Horgan low sensory and high sensory aspects could be involved. Johanna Kwan: Could it be a legacy gift from the Grade 7s? Kurt Gurney: They will be involved, part of school requirement. Alex Horgan: You could also talk to the Canucks Autism Network – another good resource. Janet Ambrosio: And Variety probably would match or give more for the project. They have mentioned they would like to come to school, look at playground, etc.
Action item: Kurt Gurney: Talk to Variety and the Canucks Autism Network
- Walkathon or readathon – Kim Yuen staff have mentioned it, and it has been done in the past. Parents donate baked goods, kids get a treat. Walk down to Squint Lake, and back. Spirit celebration at the gym first. Selena Yip: It's staggered with people along the route. Need about 12 volunteers. Kim Yuen: could do freezies instead of oranges, for hygiene. Selena Yip: In the past we have assembled Burnaby Mountain students to stand along route, help kids cross. Kim Yuen: I'm willing to take it on. Usually have it in May when weather better, later May.
Action Item: Kim Yuen checking into setting up Walkathon

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April 20, 2022

Adjourn @ 8:05PM

PAC AGM will be on May 18, 2022 at 7 p.m.

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

PRINCIPAL'S REPORT – APRIL 2022

Recent Events:

1. Literacy Week
 - a. What a wonderful week it was. Lots of contests, funny stories, and apparently lots of families that want “No Media Week” for the rest of the year 😊
2. Chess Club, Diversity Club, Intermediate Dance Club, and Track Team
 - a. Every Monday at lunch is Chess Club in the library (currently intermediate only)
 - b. Track practices are Monday & Wednesday mornings (intermediate only)
 - i. Track meet is planned for May 31 (grade 6/7) & June 2nd (grade 4/5)
 - c. Diversity Club is every Thursday @ lunch (currently grade 5 – 7)
 - d. Intermediate Dance Club started today at lunch and will happen every Wednesday
3. COVID protocols
 - a. Mask wearing is no longer mandated but is a personal choice
 - b. Handwashing is still in place for all classes, especially during transitions and eating times
 - c. All guests will need to check-in at the office

Upcoming Events:

1. Pro-D Day this coming Monday (the last of the year)
 - a. No school for students
2. Our school continues to grow
 - a. Anticipated enrollment for next year is approximately 365
3. Student-Led Conferences (May 11th)
 - a. Early dismissal that day (1:50 pm) to prepare
 - b. Conferences run from 2:00 – 6:00 in ½ hour blocks
 - i. Max of 4 families per block of time
 - ii. Sign up will come electronically
4. Class photos (May 12th)
5. Sports Day will be a GO! Date still needs to be decided, but in June
 - a. Community will be invited
6. Grade 7 Camp is a GO (June 13th – 15th)
7. We plan to have a few assemblies near the end of the year, and hopefully will be inviting family members as well

Forest Grove PAC
Balance Sheet Standard
As of April 20, 2022

	Apr 20, '22
ASSETS	
Current Assets	
Checking/Savings	
Bank Accounts	
Vancity General	45,401.35
Vancity Gaming	2,854.20
Vancity General Class B Shares	11.43
Total Bank Accounts	48,266.98
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 Fundraisi...	1,286.26
Total School Accounts	12,763.68
Total Checking/Savings	61,030.66
Accounts Receivable	
Accounts Receivable	
C'Est Mon Cafe	611.00
Flip Give	406.61
Total Accounts Receivable	1,017.61
Total Accounts Receivable	1,017.61
Total Current Assets	62,048.27
TOTAL ASSETS	62,048.27
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Trans Mtn Reserved Emerg Prep	4,007.53
Munch a Lunch	2,020.00
Total Other Current Liabilities	6,027.53
Total Current Liabilities	6,027.53
Total Liabilities	6,027.53
Equity	
Opening Balance Equity	32,037.46

FOREST GROVE PAC - BUDGET

	2021/2022 Budgeted	2021/2022 Actual	Comment	Approval Date
OPENING BALANCE EQUITY (PRE 2019)	-32,037.46			
RETAINED EARNINGS:	-9,522.27			
AVAILABLE FOR BUDGET:	-41,559.73			
Donations for School Drive		-5,592.53		
Government Grants				
Province of BC Gaming Grant		-6,800.00		
S.D. #41 Operating Grant		-177.50		
Non Event Fundraising				
Cobb's Breads		-206.00		
Cookbooks				
Creative Packs		-533.48		
FlipGive		-406.61		
Stay Safe Course				
T-Shirts		-1,342.98		
So Fun				
Hot Lunch	100.00	-1,710.97	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
Interest & Dividend Income				
TOTAL INCOME:		-17,160.37		
EXPENSES:				
Teacher's Wish List				
Division Allowance	Class Size 2021/22			
(Consumables & Field Trips)	355			
Div. 1 Shirley	28	530.15	64.63	Oct 20, 2021
Div. 2 Nussbaumer	27	519.59	66.52	Oct 20, 2021
Div. 3 Chen	23	477.33	186.46	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	435.08	Oct 20, 2021
Div. 15 Howey / Tiplady	20	445.64	445.64	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	106.56	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
So Fun				
Welcome Back Coffee		33.32	33.32	Jun 17, 2021

Forest Grove PAC
Profit and Loss Standard
September 1, 2021 through April 20, 2022

	Sep 1, '21 – Apr 20, '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	406.61
T-Shirts	1,342.98
Total Non Event Fundraising	2,489.07
So Fun Income Events	
Monster Hunt	385.11
Hot Lunch	1,710.97
Read / Walk-a-Thon	5.19
Total So Fun Income Events	2,101.27
Total Income	17,160.37
Expense	
Teacher's Wish List	
Div Allowance Incl Field Trips	
Div. 1 Shirley	64.63
Div. 2 Nussbaumer	66.52
Div. 3 Chen	186.46
Div. 4 Li	477.33
Div. 6 Zanette	405.38
Div. 14 Mackie	435.08
Div. 15 Howey & Tiplady	445.64
Div. 16 Hsu	215.72
Total Div Allowance Incl Field ...	2,296.76
Cultural Learning	106.56
Dance Club	50.00
Total Teacher's Wish List	2,453.32
So Fun Expense Events	
Welcome Back Coffee	33.32
Terry Fox	24.62
Pumpkin Patch	698.16