

EW PAC MEETING AGENDA

WEDNESDAY JUNE 9, 2021 | 6:45PM

PURPOSE	To host our monthly Edgewood Elementary Parent Advisory Committee meeting
HOST	Edgewood Elementary PAC Executive
LOCATION	ZOOM Meeting link provided at www.edgewoodpac.ca
ATTENDEES	24 in attendance

6:45 PM	CALL TO ORDER
	<p>By-law Amendments (VOTE)</p> <p>[4.2] There will be 3 Fundraising coordinator positions on the Exec PAC (Elaine motions - Sarah F 2nds) PASSED</p> <p>[5.4] Fundraising coordinator roles will only be entitled with one vote (Elaine motions - Roxanna 2nds) PASSED</p>
6:48 PM	<p>[12.6.1] Proposed expenditures outside of current financial calendar year budget will not be voted on at the meeting it was presented at (Elaine motions - Melissa 2nds) PASSED</p> <p>[12.6.2] Meeting agenda for subsequent general meeting will clearly reference a vote on proposed expenditure (Elaine motions – Melissa 2nds) PASSED</p>

6:54 PM	<p>President's Report (Mike)</p> <ul style="list-style-type: none"> • Website updated with logo • Bingo night preparations complete – June 11 @ 6:00pm • Packages available for p/u Wed and Thurs at drop off and pick up. Orders still open until midnight • Budget completed for FY 21/22 • Scoreboard contribution delivered (additional \$297 for edgewood branding and wireless controller) • 2nd playground addition contribution <ul style="list-style-type: none"> - Corporate Donation: Fleetwood Iron works/Corri & Mark Cavezza - \$10k, Pacific Real Estate/Mandeep Basi - \$720, Streetside Developments \$5k, FOXRIDGE Homes \$5k, TCB Transcold Distribution/Melissa Leung - \$4k - Over \$22k in corporate donations • New Executive to organize <ul style="list-style-type: none"> - Spirit wear program in preparations – ready for September! - Galbraith Family and Andrew Pellar Imports Wine donation will be raffled for next year • Thank you to PAC for all your support!
7:00 PM	<p>Treasurer's Report (Melissa) details attached</p> <ul style="list-style-type: none"> • Revenue \$32,290.42 • Expenses 12,029.76 • Cash \$24,897 • 2nd Playground – PAC contribution \$23,375.34 (\$14k from district, remainder will be from PAC account) • Total Corp donations: \$11,925 <ul style="list-style-type: none"> - \$9375.34 - \$2549.66 will go to long term savings • Gaming funds \$7,419.11 • Gaming funds expense \$4,737.63 • Gaming Account carry over \$2,681.48
7:06 PM	<p>DPAC Representative Update (Elaine)</p> <ul style="list-style-type: none"> • No Updates

7:07 PM	EXEC PAC Volunteer - VOTE <ul style="list-style-type: none"> • Mike Carriere (President) • Roxanna Cavaci (VP) • Melissa Leung (Treasurer) • Sim Danju/Kailey Sidhu (Fundraising coordinators) • Lucy P/Sara T/Jamie How (Student Planning Council) • Paula E (Secretary)
7:15 PM	Principal's report (Shaun) <ul style="list-style-type: none"> • Recent COVID exposure notice went out June 9th <ul style="list-style-type: none"> - 8 kids going into isolation June 3 to June 17 • Staff working on Parent appreciation 'Tea' project • Edgewood COVID style Game Day June 22nd • Karen Wen (Music) creating Spring Music Video show casing primary class work • Early dismissal on June 24th @ 1:35PM • Playground #2 design confirmed • Parm and Mike from Ikonik for all their donations – stickers and sandwich board! • Reminders: <ul style="list-style-type: none"> - No dogs on school grounds during school hours per district policy - Playground is for school use during school hours - Maintaining COVID safety protocols – COVID safety plan will remain unchanged until the end of the year <p>Questions for Shaun: (Sara T) For the COVID notice sent out today June 9th, and if the child who received the self isolation goes to the before and after school care at Edgewood, what is protocol Letters are shared with City of Surrey staff.</p> <p>(Leigha - daughter starts in September K) Resources are available on school website, gradual entry schedule will be available next week (posted,emailed and shared on social media)</p>
7:36 PM	BUDGET REVIEW (details attached to minutes) <ul style="list-style-type: none"> • Total Expense \$32,125.00 / Per Student \$71.39 (Mike Motioned – Corri C 2nds)
7:42 PM	Grad Committee (Corri Cavezza, Laurel Lehnhoff) <ul style="list-style-type: none"> • More to come! • 58 grad students
7:45 PM	Bingo Night Update <ul style="list-style-type: none"> • Remaining cards will be available for pick up tomorrow at school
7:49 PM	MEETING ADJOURNED - THANK YOU FOR ATTENDING!



Playground #2 – Final Design



Treasurers Report

Edgewood PAC

June 2021

Revenue to Date: \$32,290.42

Jan 01, 2021
to Jun 09, 2021

ACCOUNTS

Income	
Corporate Donations ↗	\$11,925.00
Feeder Schools Donation ↗	\$6,121.14
Fundraising Revenue - Bingo 50/50 ↗	\$1,389.22
Fundraising Revenue - Dinner Night Out ↗	\$1,690.80
Fundraising Revenue - Open Chequebook ↗	\$3,154.35
Gaming Grant Funds ↗	\$7,419.11
Interest ↗	\$5.00
Outstanding funds recovery ↗	\$585.80
Total Income	\$32,290.42

\$86.80 / student

Expenses to Date: \$12,029.76

Operating Expenses	
Bank Fees ↗	\$5.44
Earthquake Supplies ↗	\$2,000.00
Fundraising Expense ↗	\$241.76
Gaming Grant Expenses ↗	\$4,737.63
Library/IST/LST allocations ↗	\$900.00
Membership Fees ↗	\$375.84
Support Program Expense ↗	\$3,769.09
Total Operating Expenses	\$12,029.76
\$32.34 / student	

Cash on Hand: \$24,897.66

Cash and Bank	
BUSINESS Deposit Account Cad (512)	\$17,474.99
BUSINESS Deposit Account Cad (814)	\$7,422.67
Total Cash and Bank	\$24,897.66

$$\begin{array}{ccccccc} \text{Cash and Bank} & & \text{To be received} & & \text{To be paid out} & & \\ \$24,897.66 & + & \$500.00 & - & \$5,137.00 & = & \mathbf{\$20,260.66} \end{array}$$

2nd Playground – PAC contribute \$23,375.34

\$14,000.00 w/ District from Outside Donors

\$ 9,375.34 to come from PAC Accounts

Total Corporate Donations 2021: \$11,925.00

Pay from Corporate Donations: \$9,375.34

Remaining transfer to LTS: \$2,549.66

DATE	DESCRIPTION	DEBIT	CREDIT	BALANCE
Corporate Donations <small>Under: Income > Income</small>				
	Starting Balance			\$0.00
Feb 01, 2021	CIBC Donation		\$200.00	\$200.00
Feb 05, 2021	TransCold Distribution Donation		\$1,000.00	\$1,200.00
Mar 04, 2021	Qualico Donation		\$10,000.00	\$11,200.00
May 17, 2021	Pacific Real Estate Donation		\$725.00	\$11,925.00

Gaming Funds

Total 2021 Gaming Funds: \$7,419.11

Gaming Funds Expense: \$4,737.63

Remaining transfer to Gaming Acct: \$2,681.48

Gaming Grant Expenses				
Under: Expense > Operating Expense				
Starting Balance				\$0.00
Apr 13, 2021	Outside Equipment CHEQUE 000000000003	↗	\$235.00	\$235.00
May 20, 2021	Scoreboard Contribution CHEQUE 000000000007	↗	\$3,615.85	\$3,850.85
May 20, 2021	Outside Equipment CHEQUE 000000000004	↗	\$649.78	\$4,500.63
Jun 06, 2021	Scoreboard Contribution CHEQUE 000000000009	↗	\$237.00	\$4,737.63

YE Proforma

<u>YE Balance</u>	
Total LTS	\$4,194.95
Total Gaming Account	\$2,681.48
Total Operating	\$4,935.87

ACCOUNTS	YE Forecast
<u>Income</u>	
Corporate Donations	\$ 11,925.00
Feeder Schools Donation	\$ 6,121.14
Fundraising Revenue - Bingo 50/50	\$ 1,500.00
Fundraising Revenue - Splashes	\$ 1,000.00
Fundraising Revenue - Dinner Night Out	\$ 1,690.80
Fundraising Revenue - Open Chequebook	\$ 3,154.35
Gaming Grant Funds	\$ 7,419.11
Interest	\$ 6.00
Outstanding funds recovery	\$ 585.80
Total Income	\$ 33,402.20
Per Student	\$ 89.79
<u>Operating Expenses</u>	
Playground Contribution	\$ 9,375.34
Bank Fees	\$ 12.00
Earthquake Supplies	\$ 2,000.00
Fundraising Expense	\$ 420.00
Gaming Grant Expenses	\$ 4,737.63
Library/IST/LST allocations	\$ 900.00
Membership Fees	\$ 375.84
Support Program Expense	\$ 3,769.09
Total Operating Expenses	\$ 21,589.90
Per Student	\$ 58.04
Net Profit	\$ 11,812.30

Table 1

	<u>Operating Expenses</u>					
	Administrative					
		BCCPAC Membership	\$ 75.00			
		Hot Lunch Subscription	\$ 350.00			
		Web/Email maintenance	\$ 50.00			
		Photocopy/Postage	\$ 50.00			
		Bank Fee's	\$ 50.00			
		Licensing Fees	\$ 50.00			
		Bambora Fees	\$ 400.00			
	Support Staff					
		Teacher Education	\$ 3,000.00	up to 75%, max \$285 per person		
		Staff Appreciation Gifts	\$ 2,750.00			
	Support Student*					
		PAC Welcome	\$ 500.00			
		Kinder Readers	\$ 1,500.00	5 classes, est 90 students		
		Saleema Noon	\$ 1,550.00			
		Classroom Fund	\$ 9,600.00	27 classes + LST/IST/LIBRARY = 300\$ MUSIC - 200\$ ADST/COUNSELLING - 150\$ CHILDCARE WORKER - 100\$		
		Maker Room	\$ 2,000.00			
		Fine Arts	\$ 2,000.00	Music Development, performances; drama production; film production		
		Sports	\$ 1,500.00	jerseys, field trips		
		Field Trip transport	\$ 2,500.00	FURTHER DISCUSSION REQUIRED		
	Support Families in Need					
		Holiday Hampers	\$ 1,000.00			
		Hot Lunch , School Events	\$ 500.00			
	Fundraising Expenses					
		Santa Breakfast	\$ -			
		Hot Lunch	\$ 500.00	Supplies		
		Car Wash / Garage Sale	\$ 100.00			
		Casino Night	\$ -			
		Raffle, Auction, 50/50, Bingo	\$ 1,000.00			
		Sports Day / Fun Fair	\$ -			
	Celebrate Students*					
		Grade 7 Grad	\$ 1,500.00			
		Total Expenses	\$ 32,525.00			
		Per Student	\$ 72.28			

Table 1

	<u>Income</u>			
	Fundraising Revenue			
		Online - Open Chequebook	\$ 4,000.00	October - November & April - May
		Online - Corporate Fundraisers	\$ 1,000.00	Colibri snack bags, mabels labels
		Online - Gift Card Program	\$ 500.00	
		Online - Bottle Drive	\$ 150.00	
		Online - Wine Raffle	\$ 1,000.00	
		Corporate Donations	\$ 10,000.00	
		Local Business Programs	\$ 2,000.00	COBC, Panago, M&M, Peace Arch Nursery
		Student Led - Art	\$ 1,000.00	Art Auction, Competition, Christmas Cards
		Student Led - Activities	\$ 750.00	Spring Car Wash, Book Fair, Lemonade Stand, Garage Sale
		Student Led - Read- A-Thon	\$ 1,500.00	
		Parent Led - Back to School BBQ	\$ -	
		Parent Led - Hot Lunch	\$ -	
		Parent Led - Movie Nights	\$ -	
		Parent Led - Dinner Night Out	\$ 4,000.00	
		Parent Led - Casino Night	\$ -	
		Parent Led - Christmas Raffle	\$ 2,500.00	
		Parent Led - 50/50	\$ 2,000.00	
		Parent Led - Sports Day	\$ -	
		Family Event - Bingo / 50/50 Night	\$ 2,000.00	
		Family Event - Santa Breakfast	\$ -	
		Family Event - Walk/Jog/Run-A-Thon	\$ 2,000.00	distance, class competition, quarter war type setup?
		Spirit Wear	\$ 1,500.00	300 students @ 5\$ per unit
	Other Revenue			
		Interest	\$ 20.00	
		Gaming Grant Funds	\$ -	372 students X \$20 (based on Sept 2020 enrollment)
		Total Income	\$ 35,920.00	
		Per Student	\$ 79.82	

Table 1

	TOTAL REVENUE	\$ 35,920.00		
	TOTAL EXPENSE	\$ (32,525.00)		
	TOTAL COMPREHENSIVE INCOME	\$ 3,395.00		
	TRANSFER TO LONG TERM SAVINGS	\$ (3,000.00)		
	NET CHANGE TO CASH	\$ 395.00		