



# EWPAC MEETING AGENDA

WEDNESDAY NOVEMBER 10, 2021 | 6:45PM

|                  |  |
|------------------|--|
| <b>PURPOSE</b>   | To host our monthly Edgewood Elementary Parent Advisory Committee meeting                |
| <b>HOST</b>      | Edgewood Elementary PAC Executive  |
| <b>LOCATION</b>  | ZOOM Meeting link provided at <a href="http://www.edgewoodpac.ca">www.edgewoodpac.ca</a> |
| <b>ATTENDEES</b> | 37 attendees   |

|         |   |
|---------|---|
| 6:45 PM | <b>CALL TO ORDER</b>  |
| 6:48 PM | <p><b>President's Report (Mike)</b></p> <ul style="list-style-type: none"> <li>• <u>Completed work</u> <ul style="list-style-type: none"> <li>• Thank you to all our community partners for all your generosity!</li> <li>• Hot lunch program - thank you Erin and Lisa, has been a great success. Thank you to Gr. 7s for stepping up in delivering the lunches!</li> <li>• Spirit wear program - Thank you Roxanna for working throughout summer to get program launched. Thanks Parm and Mike at Ikonik. Raised \$4800!</li> </ul> </li> <li>• Wolf PAC(k) pumpkin patch - great success and received 140 entries in the contest! \$600 raised.</li> <li>• Scoreboard installed</li> <li>• 2nd playground installed with gaga ball pit</li> <li>• <u>Ongoing work</u> <ul style="list-style-type: none"> <li>• Engaging parent group for volunteers, lots of volunteers to help with fundraising activities</li> <li>• New Budget proposal</li> <li>• Developing fundraisers that are meaningful. As a new PAC we appreciate feedback to know what works and what doesn't</li> </ul> </li> </ul> |
| 6:59 PM | <p><b>Treasurer's Report (Melissa) Budget details attached to minutes</b></p> <ul style="list-style-type: none"> <li>• Total raised \$24k</li> <li>• Expenses to date \$14.9k</li> <li>• Total Cash and Bank \$35k</li> <li>• Net after pay outs \$22.4k</li> </ul>   |

|                |  |
|----------------|--|
| <p>7:02 PM</p> | <p><b>Principal's Report (Shaun)</b></p> <ul style="list-style-type: none"> <li>• Big thanks Michael, Lisa and Erin with Hot lunch program!</li> <li>• New playground (for gr 4-7) installed and gaga ball pit (for gr. 6s and 7s alternating days)</li> <li>• First playground for gr K-3</li> <li>• Developing mentorship within school. Out of 9 new teachers 7 of the teachers are within their first 2 years of teaching. <ul style="list-style-type: none"> <li>• SD36 SEL program (Social emotional program) coordinated by Ms Flack to focus on supporting the social and emotional wellbeing of our school.</li> <li>• SD36 Mentoring program - led by Ms Meynert 1 day a week will work on supporting the new staff members specifically</li> </ul> </li> <li>• School Finances (see attached slide)</li> <li>• Technology @ Edgewood - devices are used to support learning and to teach digital citizenship, how to be safe online, digital footprint. Textbooks are also being replaced by digital resources. All technology and digital resources used at our school (ie. iPads) are approved by IFS (Info Management Systems) and LRD (Learning Resource Department) and are only used to support learning going on at school. <ul style="list-style-type: none"> <li>• <b>Goal is to build a mobile cart with 25 devices (\$14,000)</b></li> </ul> </li> <li>• Monday Nov 15th Indigo Chapters at Grandview. Funds raised will go towards library. Purchase an Indigo Gift Card - 20% of this gift card will be donated to our school: <ul style="list-style-type: none"> <li>• Show up at store between 10-2pm and you will be entered in the basket draw.</li> </ul> </li> <li>• Thank you for the great work being done at home to support children</li> <li>• Thank you for the generosity of the PAC with all the fundraising</li> <li>• Staff REALLY enjoy working at Edgewood!</li> </ul> |
| <p>7:29 PM</p> | <p><b>DPAC Representative Update (Adam)</b></p> <ul style="list-style-type: none"> <li>• New superintendent has been hired</li> </ul>  |
| <p>7:31 PM</p> | <p><b>GAMING FUNDS</b></p> <ul style="list-style-type: none"> <li>• Received gaming funds from Sunnyside PAC \$1460</li> </ul>   |
| <p>7:32 PM</p> | <p><b>HOT LUNCH UPDATE</b></p> <ul style="list-style-type: none"> <li>• Currently in Fall session. 3 separate sessions (Fall, Winter, Spring)</li> <li>• Winter Ordering Session will open in December for January to March 2022. 3 additional dates added. Kasari Indian sweets being added as new vendor.</li> <li>• List of 21 volunteers to rotate and help with Hot Lunch</li> </ul>  |
| <p>7:33 PM</p> | <p><b>SPIRIT WEAR - SECOND ORDERING SESSION STARTING SOON</b></p> <ul style="list-style-type: none"> <li>• New session will Open up as of today until Nov 19th!</li> </ul>   |

|               |   |
|---------------|---|
| 7:36 PM       | <p><b>Saleema Noon, Sexual Education Program</b></p> <ul style="list-style-type: none"> <li>• April 11, 13, 14 (11th will be for parents on Zoom, 13th and 14th will be in person for students)</li> <li>• <a href="http://www.saleemanoon.com">www.saleemanoon.com</a> for more info</li> </ul>  |
| 7:40 PM       | <p><b>Volunteer Opportunity - November 15th @ Chapters (Grandview)</b></p> <ul style="list-style-type: none"> <li>• Run a table for a Raffle to support the Library</li> <li>• 1 hour time commitment <a href="http://volunteersignup.org/YCQM4">http://volunteersignup.org/YCQM4</a></li> </ul>  |
| 7:42 PM       | <p><b>DISCUSS NEW 21/22 PROPOSED BUDGET (details attached)</b></p> <ul style="list-style-type: none"> <li>• \$1000 towards classroom outdoor equipment bins (12 new divisions requiring full equipment bins, 15 divs need replacement equipment)</li> <li>• LIBRARY: \$3,000 for additional library books</li> <li>• EDUCATION: \$8,000 for 20-25 new iPads and 1 charging cart</li> <li>• COLLABORATIVE SPACE: \$3,000 towards the 6 collab spaces to add furniture and board games <ul style="list-style-type: none"> <li>• Needs are unique in each collaborative space - teachers will decide how 500\$ is used</li> </ul> </li> <li>• Reduced field trip transportation funds by \$700</li> <li>• Changes are inline with projected revenue for the year</li> <li>• Reach out with ideas for future spends that the PAC can save and fundraise for!</li> </ul> |
| Upcoming VOTE | <p><b>VOTE FOR NEW PROPOSED BUDGET WILL BE COMPLETED ON ZOOM NOVEMBER 24, 2021 AT 6:30PM - please join for 15mins!</b></p>  |
| 7:53 PM       | <p><b>FUNDRAISING UPDATE for 2021 and 2022 (Sim and Kailey)</b></p> <ul style="list-style-type: none"> <li>• Art cards - sheets of paper will be provided for students to design holiday cards. Pictures will be scanned with students names, sample cards will be provided. More info to come!</li> <li>• Purdys fundraiser, orders are due Nov 23!</li> <li>• Dinner night out - Blaze pizza Nov 25 4-7pm</li> <li>• Cobbs - 2 locations 152/29 + Semiahmoo Mall (mention Edgewood and portion of proceeds will go towards kickback)</li> <li>• Poinsettias - more info to come!</li> <li>• Open chequebook, Box photos, more to come!</li> </ul>   |
| 8:03 PM       | <p><b>QUESTIONS &amp; OPEN FORUM</b></p> <ul style="list-style-type: none"> <li>• Student photos via Artona - Shaun will send out survey to get feedback from parents</li> </ul>  |
| 8:05 PM       | <p><b>ADJOURN (NEXT MEETING SCHEDULED FOR NOVEMBER 24, 2021 @ 6:30PM)</b></p>   |

THANK YOU FOR ATTENDING!



**Edgewood**  
PARENT ADVISORY COUNCIL

**PROPOSED BUDGET REVISION**

# NEW SPENDING

- \$1,000 TOWARDS CLASSROOM OUTDOOR EQUIPMENT BINS
  - 12 NEW DIVISIONS REQUIRING FULL EQUIPMENT BINS
  - 15 DIVISIONS NEEDING VARIOUS AMOUNTS OF REPLACEMENT EQUIPMENT
- \$3,000 TOWARDS 6 COLLABORATIVE SPACES
  - \$500 PER SPACE - TEACHERS WILL ADVISE ON HOW BEST TO USE THESE FUNDS
  - EXPECTED EXPENDITURES - FURNITURE, GAMES, SUPPLIES
- \$3,000 FOR THE LIBRARY TO PURCHASE ADDITIONAL BOOKS
  - LESLIE BURWASH (LIBRARIAN) IS SEEING A HIGH DEMAND FOR GREAT LITERATURE
  - LIBRARY ALREADY RUNNING TWO FUNDRAISERS (FALL - CHAPTERS, SPRING - SCHOLASTIC)
- \$8,000 TOWARDS 20-25 IPADS AND CHARGING CART
  - WITH ~\$3,000 CONTRIBUTION FROM THE SCHOOL
  - SCHOOL CURRENTLY HAS ONE FULL CART AND WOULD LIKE TO EXPAND
  - CURRENT CART IS PRIMARILY USED IN/FOR THE LIBRARY
    - SECOND CART WOULD BE USED IN CLASSROOMS

# ADJUSTED SPENDING

- \$1,800 - FIELD TRIP TRANSPORTATION
- LESS \$700 FROM PREVIOUSLY BUDGETED AMOUNT
- NO FALL FIELD TRIPS - CHANGING NUMBER TO BETTER REFLECT DEMAND FOR THE REMAINDER OF THE YEAR

# FINANCIAL CONSIDERATIONS

- CHANGES ARE IN LINE WITH PROJECTED REVENUE FOR THE YEAR
  - HOT LUNCH PROFITS EXCEEDING OUR EXPECTATIONS
  - ENGAGEMENT ACROSS OUR PARENT GROUP EXCEEDING OUR EXPECTATIONS
  - NO ADDITIONAL FUNDRAISERS REQUIRED TO SUPPORT NEW EXPENDITURES
- SURPLUS CARRY-OVER FROM LAST YEAR (~\$6,000) PROVIDES OPERATING BUFFER FOR OUR PAC MOVING FORWARD
  - LESS PRESSURE ON FUTURE EXECUTIVE TEAMS WHEN UNPLANNED SHORTFALLS MAY ARISE

# LONG TERM SAVINGS???

- OUR PAC HAS BEEN VERY FORTUNATE TO COMPLETE MANY HIGH PROFILE (\$\$\$) PROJECTS IN THE SHORT TIME WE'VE BEEN OPERATING
  - SCOREBOARD
  - SECOND PLAYGROUND
  - IPADS, LIBRARY CONTRIBUTIONS, COLLABORATIVE SPACE SUPPORT
- WHAT DOES THE FUTURE LOOK LIKE?
  - CONSIDER THINGS YOU MAY LIKE TO SEE OUR PAC SAVE FOR AND REACH OUT!





Edgewood Elementary Parent Advisory Council

Budget

2021-2022

| REVENUE                                 | PASSED Budget       | Proposed Rev        |                      |
|---|---------------------|---------------------|----------------------|
|   |                     | Budget              | Change \$            |
| <b>Fundraising Revenue</b>              |                     |                     |                      |
| Online - Open Chequebook                | \$ 4,000.00         | \$ 4,000.00         | \$ -                 |
| Online - Corporate Fundraisers          | \$ 1,000.00         | \$ -                | \$ (1,000.00)        |
| Online - Gift Card Program              | \$ 500.00           | \$ -                | \$ (500.00)          |
| Online - Bottle Drive                   | \$ 150.00           | \$ 150.00           | \$ -                 |
| Online - Wine Raffle                    | \$ 1,000.00         | \$ 500.00           | \$ (500.00)          |
| Online - Purdys                         | \$ -                | \$ 500.00           | \$ 500.00            |
| Corporate Donations                     | \$ 10,000.00        | \$ 3,000.00         | \$ (7,000.00)        |
| Local Business Programs                 | \$ 2,000.00         | \$ -                | \$ (2,000.00)        |
| Student Led - Art                       | \$ 1,000.00         | \$ 1,000.00         | \$ -                 |
| Student Led - Activities                | \$ 750.00           | \$ -                | \$ (750.00)          |
| Student Led - Read- A-Thon              | \$ 1,500.00         | \$ 1,500.00         | \$ -                 |
| Parent Led - Back to School BBQ         | \$ -                | \$ -                | \$ -                 |
| Parent Led - Hot Lunch                  | \$ -                | \$ 20,000.00        | \$ 20,000.00         |
| Parent Led - Movie Nights               | \$ -                | \$ -                | \$ -                 |
| Parent Led - Dinner Night Out           | \$ 5,000.00         | \$ 4,000.00         | \$ (1,000.00)        |
| Parent Led - Casino Night               | \$ -                | \$ -                | \$ -                 |
| Parent Led - Christmas Raffle           | \$ 2,500.00         | \$ -                | \$ (2,500.00)        |
| Parent Led - 50/50                      | \$ 2,000.00         | \$ -                | \$ (2,000.00)        |
| Parent Led - Sports Day                 | \$ -                | \$ -                | \$ -                 |
| Family Event - Bingo / 50/50 Night      | \$ 2,000.00         | \$ 2,000.00         | \$ -                 |
| Family Event - Santa Breakfast          | \$ -                | \$ -                | \$ -                 |
| Family Event - Walk/Jog/Run-A-Thon      | \$ 2,000.00         | \$ -                | \$ (2,000.00)        |
| Family Event - Christmas Minis          | \$ -                | \$ 1,000.00         | \$ 1,000.00          |
| Spirit Wear                             | \$ 1,500.00         | \$ 5,000.00         | \$ 3,500.00          |
| Pumpkin Patch                           | \$ -                | \$ 600.00           | \$ 600.00            |
| <b>Other Revenue</b>                    |                     |                     |                      |
| Interest                                | \$ 20.00            | \$ 20.00            | \$ -                 |
| Gaming Grant Funds                      | \$ -                | \$ -                | \$ -                 |
| <b>TOTAL REVENUE</b>                    | <b>\$ 36,920.00</b> | <b>\$ 43,270.00</b> | <b>\$ 6,350.00</b>   |
| <b>TOTAL REVENUE / STUDENT</b>          | <b>\$ 60.92</b>     | <b>\$ 71.40</b>     | <b>\$ 10.48</b>      |
| <b>EXPENSES</b>                         |                     |                     |                      |
| <b>Administrative</b>                   |                     |                     |                      |
| BCCPAC Membership                       | \$ 75.00            | \$ 75.00            | \$ -                 |
| Hot Lunch Subscription                  | \$ 350.00           | \$ 350.00           | \$ -                 |
| Web/Email maintenance                   | \$ 50.00            | \$ 50.00            | \$ -                 |
| Photocopy/Postage                       | \$ 50.00            | \$ 50.00            | \$ -                 |
| Bank Fee's                              | \$ 50.00            | \$ 150.00           | \$ 100.00            |
| Licensing Fees                          | \$ 50.00            | \$ 50.00            | \$ -                 |
| Office Supplies                         | \$ -                | \$ 300.00           | \$ 300.00            |
| <b>Support Staff</b>                    |                     |                     |                      |
| Teacher Education                       | \$ 3,000.00         | \$ 1,000.00         | \$ (2,000.00)        |
| Staff Appreciation Gifts                | \$ 2,750.00         | \$ 2,750.00         | \$ -                 |
| <b>Support Student</b>                  |                     |                     |                      |
| PAC Welcome                             | \$ 500.00           | \$ 125.49           | \$ (374.51)          |
| Kinder Readers                          | \$ 1,500.00         | \$ 1,500.00         | \$ -                 |
| Saleema Noon                            | \$ 1,550.00         | \$ 1,550.00         | \$ -                 |
| Classroom Fund                          | \$ 9,600.00         | \$ 9,600.00         | \$ -                 |
| Classroom Equipment                     | \$ -                | \$ 1,000.00         | \$ 1,000.00          |
| Maker Room                              | \$ 2,000.00         | \$ 2,000.00         | \$ -                 |
| Fine Arts                               | \$ 2,000.00         | \$ 2,000.00         | \$ -                 |
| Sports                                  | \$ 1,500.00         | \$ 1,500.00         | \$ -                 |
| Field Trip transport                    | \$ 2,500.00         | \$ 1,800.00         | \$ (700.00)          |
| Collaborative Space Support             | \$ -                | \$ 3,000.00         | \$ 3,000.00          |
| Ipads                                   | \$ -                | \$ 8,000.00         | \$ 8,000.00          |
| Library Fund                            | \$ -                | \$ 3,000.00         | \$ 3,000.00          |
| <b>Support Families in Need</b>         |                     |                     |                      |
| Holiday Hampers                         | \$ 1,000.00         | \$ 1,000.00         | \$ -                 |
| Hot Lunch , School Events               | \$ 500.00           | \$ 500.00           | \$ -                 |
| <b>Fundraising Expenses</b>             |                     |                     |                      |
| Santa Breakfast                         | \$ -                | \$ -                | \$ -                 |
| Hot Lunch                               | \$ 500.00           | \$ -                | \$ (500.00)          |
| Car Wash / Garage Sale                  | \$ 100.00           | \$ -                | \$ (100.00)          |
| Casino Night                            | \$ -                | \$ -                | \$ -                 |
| Raffle, Auction, 50/50, Bingo           | \$ 1,000.00         | \$ -                | \$ (1,000.00)        |
| Sports Day / Fun Fair                   | \$ -                | \$ -                | \$ -                 |
| <b>Celebrate Students</b>               |                     |                     |                      |
| Grade 7 Grad                            | \$ 1,500.00         | \$ 1,500.00         | \$ -                 |
| <b>TOTAL EXPENSES</b>                   | <b>\$ 32,125.00</b> | <b>\$ 42,850.49</b> | <b>\$ 10,725.49</b>  |
| <b>TOTAL EXPENSES / STUDENT</b>         | <b>\$ 53.01</b>     | <b>\$ 70.71</b>     | <b>\$ 17.70</b>      |
| <b>Net Surplus/(Deficit)</b>            | <b>\$ 4,795.00</b>  | <b>\$ 419.51</b>    | <b>\$ (4,375.49)</b> |
| <b>Transfer to Long Term Savings</b>    | <b>\$ 4,000.00</b>  | <b>\$ -</b>         | <b>\$ (4,000.00)</b> |
| <b>END OF 20/21 SCHOOL YEAR BALANCE</b> | <b>\$ 795.00</b>    | <b>\$ 419.51</b>    | <b>\$ (375.49)</b>   |

|              | Projected Cash Flow |               |               |
|--------------|---------------------|---------------|---------------|
|              | Operating           | LTS           | Gaming        |
| Opening Cash | \$ 11,302.85        | \$ 4,321.28   | \$ 2,512.40   |
| Revenue      | \$ 43,270.00        | \$ -          | \$ -          |
| Expenses     | \$ 42,850.49        | \$ -          | \$ -          |
| Net Income   | \$ 419.51           | \$ -          | \$ -          |
| LTS use      | \$ 4,300.00         | \$ (4,300.00) | \$ -          |
| Gaming Use   | \$ 1,500.00         | \$ -          | \$ (1,500.00) |
| Ending Cash  | \$ 17,522.36        | \$ 21.28      | \$ 1,012.40   |

# Treasurers Report

Edgewood PAC  
November 2021

# Income Statement



Aug 01, 2021  
to Nov 09, 2021

## ACCOUNTS

|  |             |
|--|-------------|
| Income   |             |
| <a href="#">Fundraising Revenue - Dinner Night Out</a> | \$400.00    |
| <a href="#">Fundraising Revenue - Hot Lunch</a>        | \$27,101.75 |
| <a href="#">Fundraising Revenue - Pumpkin Patch</a>    | \$998.00    |
| <a href="#">Fundraising Revenue - Spirit Wear</a>      | \$12,394.62 |
| <a href="#">Interest</a>                               | \$1.44      |
| Total Income   | \$40,895.81 |
| Cost of Goods Sold                                     |             |
| <a href="#">Hot Lunch</a>                              | \$8,990.28  |
| <a href="#">Pumpkin Patch</a>                          | \$352.00    |
| <a href="#">Spirit Wear</a>                            | \$7,410.36  |
| Total Cost of Goods Sold                               | \$16,752.64 |
| Gross Profit   | \$24,143.17 |
| As a percentage of Total Income                        | 59.04%      |

Hot Lunch YTD:  
\$18,111.47 \*\*  
*expenses pending*

Pumpkin NET:  
\$646

Spirit Wear NET:  
\$4,984.26

# Income Statement Con't

|  |                   |
|--|-------------------|
| Operating Expenses                                       |                   |
| <a href="#">Bank Fees</a>                                | -\$8.00           |
| <a href="#">Classroom Fund</a>                           | \$9,600.00        |
| <a href="#">Fundraising Expense</a>                      | \$252.55          |
| <a href="#">Hot Lunch , School Events Family Support</a> | \$125.00          |
| <a href="#">Kinder Readers</a>                           | \$1,500.00        |
| <a href="#">Maker Room</a>                               | \$2,000.00        |
| <a href="#">Membership Fees</a>                          | \$75.00           |
| <a href="#">Office Supplies</a>                          | \$230.27          |
| <a href="#">PAC Welcome Expense</a>                      | \$125.49          |
| <a href="#">Teacher Education</a>                        | \$1,000.00        |
| Total Operating Expenses                                 | \$14,900.31       |
| <b>Net Profit</b>  | <b>\$9,242.86</b> |
| As a percentage of Total Income                          | 22.60%            |

Cash and Bank

[BUSINESS Deposit Account Cad \(512\)](#) ↗

\$28,189.22

[BUSINESS Deposit Account Cad \(814\)](#) ↗

\$4,322.72

[Gaming Account](#) ↗

\$2,566.40

Total Cash and Bank

**\$35,078.34**

$$\begin{array}{r} \text{Cash and Bank} \\ \$35,078.34 \end{array} + \begin{array}{r} \text{To be received} \\ \$0.00 \end{array} - \begin{array}{r} \text{To be paid out} \\ \$12,598.95 \end{array} = \mathbf{\$22,479.39}$$