

Chaffey-Burke PAC Meeting Agenda
Wed. Jan 24, 2019, 6:00 pm, Staffroom

Start time: 6:00 pm

Location: staff room

In attendance: As attached

Regrets: Carlene Montgomery (Head teacher)

1. PAC Chair welcome (Eugene)
2. Approval of the agenda (Eugene)
 - Move to approve the agenda with the addition of the following items:
Moved, Seconded, Motion Carried
3. Approval of Minutes of Previous Meeting held November 16, 2017
Moved, Seconded, Motion Carried
4. Principal's report
 - Report Cards
 - positive feedback from parents via online survey
 - like the direction
 - biggest change is for intermediate students who don't get letter grades
 - same process for 2nd term but with early dismissals (2 pm) to begin the Tuesday/Wednesday & Thursday before Spring Break
 - 3 way conferencing will be spread out over 2 weeks from March 6th to 8th
 - School population at 561, have asked district for another portable
 - 15 in catchment students already redirected to other schools
 - District of Burnaby is oversubscribed (growing)
 - Whole district is at maximum
 - Young People's Concert (YPC) on Friday
 - This week is Family Literacy week
 - Next Tuesday is family learning event on assessment and reporting, so far 45 people have RSVP'd.
 - Next Pro-D day is Feb 16th.
5. Head teacher's report (Carlene)
 - Tabled to next meeting
6. Treasurer's report (Jetty)
 - Direct Donation about 60% of our goal
 - Special Lunch profit of about \$1,600, actual amount shown is revenue only, not net of expenses yet
 - Moscrop asking about alumni scholarship, which we have budgeted
7. DPAC Update
 - Last Meeting: Jan 15th included presentation Promoting Mental Health and Well-being in Schools, link to presentation available on the DPAC website.
 - Next DPAC Meeting: Mon. Feb 19th, 7 pm @ Burnaby Central, Room A206
 - Create a link to the presentation to CB PAC website as a resource for parents to access
 - Send a notice via list-serv to broadcast to parents that we have such information available

8. Business arising from previous meeting

a. PAC Events Update

i. Movie Night (Fri. Nov 17th)

- About 50 people, more than previous
- Not having one in January as there are no new movies out
- Next one is Fri. Feb 23rd
- Shared cost with snack sales, whatever doesn't get sold at snack sale, try to sell at movie night

ii. Volleyball Night (Wed. Nov 22nd)

- Good turn out
- Ms. Montgomery is looking to another one for grades 4/5 in the Spring

iii. Pancake Breakfast (Fri. Dec 15th)

- Event was in the red slightly due to increased donation to Lion's Club for their service
- School will absorb the extra cost to ensure the event will break even

iv. Used Book & Board game sale

- Table to next agenda

b. Fundraising Events/Community Building Activities Update

i. School Supplies Fundraiser

1. Jetty will coordinate with Ms. Montgomery
2. Community BBQ

ACTION: Eugene to ask Rick if he will coordinate and to pick a day in June to reserve. Preference is a Thurs or Friday.

c. Other Business

i. Special Lunch Report

- January Profit of about \$500
- Looking for new vendors

9. New Business

- Concerns with digital citizenship
- Perhaps PAC can look into brining a speaker in the Fall to talk about it
ACTION: David Heard will source out speakers and provide to PAC
- PAC will review and decide when to schedule
- Emergency Response
 - Monica's plate is full with Grad Committee and unable to organize.
 - Mr. Bortolussi will check with the School Board for possible speakers
 - PAC to consider for Fall
- Library Volunteers needed. Considering a mentorship within the volunteers. Ideally, 2 morning and 2 afternoon.
- Would also like to create a more inviting/brighter space
- Would like to create division between computer area and library
- Furniture is quite dark, would like to make a change, maybe add a bit of nature
- Circulation of notice to parents about what volunteering at the library entails.

Meeting Adjourned: 7:09 pm

10. Next Meeting: Thur. Feb 22/18, 9:15 am , Staffroom

Chaffey-Burke PAC meeting Jan 24, 2018 attendance record

[illegible]

Chaffey Burke Elementary School Parent Advisory Council
For the period of Sept 1, 2017 to August 31, 2018
Tuesday, January 23, 2018

Passed Oct 18, 2017

Ref	Description	Budgeted	Actual	Variance	Notes
Revenues					
1	Gaming Grant	10,400.00	10,400.00	-	based on 520 students @ \$20/ each, deposited Oct 12, 2017 last year balance = \$204.02 unused Online = \$ 1353, Cash/ Cheques = \$ 1,630 as of Jan 18, 2018 Oct to Dec 2017
2	School District PAC Grant	200.00	211.67	11.67	
3	Direct Donation	5,000.00	2,983.00	(2,017.00)	
4	Special Lunch Program (net)	3,000.00	5,180.06	2,180.06	
5	Snack Sales	2,200.00	900.67	(1,299.33)	
6	Sports Day (net)	500.00	-	(500.00)	
7	Bottle Recycling	300.00	8.70	(291.30)	from Dasha and Ryan - 2 special need students. Oct to Dec 2017 Nov 23, 2017 Volleyball
8	Movie Night	200.00	289.60	89.60	
9	Volleyball/ Basketball Tournament (net)	100.00	57.25	(42.75)	
10	Purdys	500.00	0.10	(499.90)	Received chq from Purdy's \$663.07, not booked yet. Proceeds from last year fundraising rec'd in Oct 2018. Chaffey absorbed the loss this year.
11	Creative Pack - School Supplies	114.00	120.00	6.00	
12	Pancake Breakfast (net)	100.00	-	(100.00)	
13	Interest	150.00	1.09	(148.91)	
14	Community BBQ	-	-	-	
Total Revenue		22,764.00	20,152.14	(2,611.86)	
Expenditures					
15	Field Trips	-	-	-	covered by the Student Learning Grant (*SLG) this year (note1) annual request to replace old technologies at school
16	Ipads and Laptops	4,700.00	-	(4,700.00)	
17	Moscrop Alumni Awards	600.00	-	(600.00)	
18	Applied Skills Development Training	5,000.00	-	(5,000.00)	one time request for new resources
19	Service Awards	-	-	-	
20	Teacher Consumables	2,400.00	-	(2,400.00)	\$ 75 x (23 teachers + 7 resources + 2 music teachers) covered by the Student Learning Grant (*SLG) this year (note2) training for teachers to implement new curriculum
21	School Activities	-	-	-	
22	School Implementation Plan	1,000.00	-	(1,000.00)	parent educational seminars initiated by school movie license, dance night, etc. Supplies for Family picnic on Sept 8.
23	Classroom Libraries	2,300.00	-	(2,300.00)	
24	School Library Support	1,000.00	432.29	(567.71)	
25	Red Cedar Program	800.00	-	(800.00)	
26	Home Reading	600.00	-	(600.00)	
27	Battle of the Books	1,000.00	967.62	(32.38)	
28	In Focus Projectors	1,400.00	1,400.00	-	
29	Cultural Event	850.00	-	(850.00)	
30	Beautification	200.00	-	(200.00)	
31	Educational Workshop	500.00	-	(500.00)	
32	PAC Run Activities	500.00	35.69	(464.31)	
33	PAC Operations	-	-	-	
Total Expenditures		22,850.00	2,835.60	(20,014.40)	
Projected Profit		(86.00)	17,316.54	17,402.54	
Bank Balances @ Sept 1st					
		Current			
Vancity PAC General		12,795.30	\$ 18,617.97		
Vancity Gaming Account		3,518.63	\$ 13,919.50		
Sept 01, 2017 Balance		16,313.93 (1)	\$ 32,537.47		
Budget if passed from above		(86.00)	17,316.54 (2)		
Balance at the end of the school Yr		16,227.93	33,630.47		
		Total = Sept 1, 2017 balance (1) + current net profit (2)			
		\$ 1,093 online direct donation has not been recorded.			