

September 2023

**Treasurer Report:**

The 2022-2023 school year was a busy and challenging year for the school and PAC as lot of things had gone back to normal after the pandemic. However, the special lunch brought a big profit, and the Div.9 Financial Literacy Fair and Read-a Thon fundraiser were very successful as well. We will allocate these funds to specific items following teachers' wishes. Thank you for your generosity, participation, and the engagement to the school community.

**Revenue highlights:**

1. Creative Pack (2022-2023) – raised \$690. One of the stable sources of income every year. There were 118 packs ordered for the school year 2023-2024.
2. Christmas Fundraising – Purdy's Chocolate sales brought profit of \$ 344.40 and Coffee Sales \$185.
3. Total Direct Donation was \$913. We appreciate the parents for their generosity to support the school.
4. Special Lunch was the biggest fundraiser of the year with a total sales of \$19,229.95. Total funds raised was \$4,791.85 plus \$184.50 refunds donated back to PAC. It far exceeded our goal!
5. Snack Sales came back. The total profit of three times sales was \$993.53.
6. Emergency Kits Fundraiser – \$173.83 was raised.
7. Bottle Recycling Income was \$26.20. The PAC has set up a Return-It Express Group Account so we hope we can raise more in the next school year.
8. Read-a-Thon – collected \$3,588.50 and the part of the donations were used to purchase a Library TV display and a speaker (-\$1,471.91).
9. Div.9 Financial Literacy Fair – another big successful fundraiser event. \$3,280.10 was collected and the part of the donation was used to purchase some tools for the same event in the coming years and the rest (\$2,170.53) will be used for the Consumable and books for the school year 2023/2024.
10. We gave out the Chaffey-Burke Alumni Scholarships to 2 winners (\$250 each)
11. PAC invested the gaming funds (\$15,000) into Term Deposits with 3.50% interest rate (1yr cashable 90day lockout) This type of investment can withdraw as cash at any given time if needed.

<b>Bank Balances</b>	<b>Sept 1, 2022</b>	<b>Sep 1, 2023</b>
Vancity PAC General	12,916.18	17,492.44
Vancity Gaming Account	16,940.70	7,000.68
<b>Balance</b>	<b>29,856.88</b>	<b>24,493.12</b>
Net profit (gains)	<b>9,553.93</b>	
Staff Appreciation leftover	+82.31	
Gaming Term Deposit	-15,000	
Balance at the end of the school year	<b>24,493.12</b>	<b>24,493.12</b>

## Special Lunch

### Special Lunch Bank Statement

2020 Munchalunch Sales	\$5,176.75	
Less bank fees	-\$194.72	
Money in bank from March 2020	\$4,982.03	\$4,982.03
Nov 2022-March 2023 Munchalunch sales	\$16,120.75	
Less Bank fees	-\$569.10	
Money in bank from Nov 2022-March 2023	\$15,551.65	\$15,551.65
Total Food Sales money in bank from Munchalunch		\$20,533.68
Add Day sales		\$1,126.20
Total Money in bank from Special Lunch		\$21,659.88
Less Money not used in 2022-2023		-\$497.00
Less Refunds from 2020-2023		*-\$2,696.75
2022-2023 Special Lunch sales money in bank		\$18,446.13
Less Expenses (vendors)		-\$13,674.28
Actual Funds raised from 2022-2023 Special Lunch		\$4,791.85

### Special Lunch Income and Expenses Statement

Feb 2020 Sales	\$5,176.75
2022-2023 Sales	\$16,120.75
Day Sales\$	\$1,126.20
Less Refunds*	-\$2,696.75
Less Unused Money	-\$497.00
<b>Total Income from Sales for Nov 2022-2023</b>	<b>\$19,229.95</b>

### **Less Total Bank fees for 2020 and 2022-2023**

From 2020	\$194.72	
From 2022-2023	\$569.10	-\$763.82
<b>Less Total Expenses (Vendors)</b>		<b>-\$13,674.28</b>
<b>Total Funds raised in 2022-2023</b>		<b>\$4,791.85</b>

\*\$184.50 of \$2,696.75 was the donation amount.

2 families in 2022 and 3 families in 2023 indicated to have their refunds donated to PAC.

*Please see the spreadsheet "Special Lunch Bank Transactions in 2020 - 2023" for more details*

**Chaffey Burke Elementary School Parent Advisory Council**  
For the period of Sept 1, 2022 to August 31, 2023

**Passed: November 17, 2022**  
Amended: Sep 15, 2023

Ref	Description	Budgeted	Actual	Variance
<b>Revenues</b>				
<b>Sources:</b>				
1	Gaming Grant	11,120.00	G 11,120.00	-
2	School District PAC Grant	200.00	222.04	22.04
3	Direct Donation	2,500.00	913.00	(1,587.00)
4	Special Lunch Program (MunchaLunch)	1,500.00	2,587.57 *	1,087.57
5	Snack Sales (net)	-	993.53	993.53
6	Sports Day Water Sale	800.00	22.00	(778.00)
7	Bottle Recycling	-	26.20	26.20
8	Movie Night	-	-	-
9	Creative Pack - School Supplies	500.00	690.00	190.00
10	School Wear Fundraiser	300.00	-	(300.00)
11	Purdy's	400.00	344.40	(55.60)
12	Coffee Fundraiser	400.00	185.00	(215.00)
13	FundScrip	200.00	-	(200.00)
14	Read-a-Thon	300.00	3,522.78	3,222.78
15	Red Cross- Babysitting & Stay Safe	200.00	-	(200.00)
16	Emergency Kits Fundraiser	-	173.83	173.83
17	Div.9 Financial Literacy Fair	-	2,170.53	2,170.53
18	Donated from Special Lunch	-	107.00	107.00
<b>Total Revenue</b>		<b>18,220.00</b>	<b>23,077.88</b>	<b>4,550.88</b>
<b>Expenditures</b>				
<b>Category</b>				
18	Field Trips	5,200.00	G 3,305.62	(1,894.38)
19	Applied Skills Development	1,250.00	G	(1,250.00)
20	Earthquake Kits	2,800.00	G 2,754.40	(45.60)
21	Beautification	350.00	G	(350.00)
22	Rock Benches	-	G	-
23	Service Awards	-	G	-
24	Outdoor Equipment	750.00	G	(750.00)
25	School Presentations	-	G	-
26	School Library Support	850.00	S 692.33	(157.67)
27	Classroom Projectors/Doc Cameras	-	S	-
28	TV Dsipaly+speaker for Library	1,250.00	S 1,471.91	221.91
29	Moscrop Alumni Awards	500.00	S 500.00	-
30	Water Fountain Replacement	-	S	-
31	Teacher Support	2,848.00	S 1,888.56	(959.44)
32	Classroom Library	910.00	S 532.19	(377.81)
33	Home Reading	-	S 33.00	33.00
34	Ultimate Frisbee	1,500.00	S 1,500.00	-
35	Educational Workshop	-	S	-
36	Principal's Discretionary Fund	250.00	P	(250.00)
37	Movie Night License	500.00	P	(500.00)
38	PAC Run Activities	500.00	P 381.33	(118.67)
39	PAC Operations	600.00	P 464.61	(135.39)
<b>Total Expenditures</b>		<b>20,058.00</b>	<b>13,523.95</b>	<b>(6,534.05)</b>
<b>Projected Profit</b>		<b>(1,838.00)</b>	<b>9,553.93</b>	<b>(6,534.05)</b>
<b>Bank Balances @ Sept 1st</b>				
			Current Bank Balance	Excludes committed funds
Vancity PAC General + PAC School		\$ 12,916.18	\$ 17,492.44 *	\$ 14,014.61
Vancity Gaming Account		\$ 16,940.70	\$ 7,000.68	\$ 7,000.68
Sep. 2022 Balance		<b>\$ 29,856.88</b>	<b>\$ 24,493.12</b>	<b>\$ 21,015.29</b>
Budget if passed from above		(1,838.00)	9,553.93	
Balance at the end of the school Year 2022-2023		<b>\$ 28,018.88</b>	<b>\$ 24,493.12</b>	
<b>Cash Positions for Budget Proposal</b>				
<b>Gaming Account Sep.1st 2022</b>		\$ 16,940.70	16,940.70	
Gaming Fund		11,120.00	11,120.00	
Field Trips		(5,200.00)	(3,305.62)	
Applied Skills Development		(1,250.00)		
Earthquake Kits Update and Additions		(2,800.00)	(2,754.40)	
Beautification		(350.00)		
Rock Benches		-		
Outdoor Equipment		(750.00)		
<b>Term Deposit</b>		(15,000.00)	(15,000.00)	
<b>Net balance for Gaming</b>		<b>2,710.70</b>	<b>7,000.68</b>	Actual Balance: \$22,000.68
<b>General / School Account Sept 1st 2022</b>				
Excludes committed funds		12,916.18	12,916.18	
Total Revenues		7,300.00	11,957.88	
Total Regular Expenses		(7,858.00)	(6,617.99)	
PAC Expenses		(1,850.00)	(845.94)	
<b>Net balance for General / School Account</b>		<b>\$ 10,508.18</b>	<b>17,410.13 *</b>	<b>\$82.31 Difference</b> Staff Appreciation Leftover

MunchaLunch Transfer	\$15,551.65
Day sales	+\$ 1,126.20
Less Vendor Cost	-\$13,674.28
Refund	-\$ 309.00
Donated to School	-\$ 107.00
	= \$ 2,587.57

\*<Special Lunch> Actual Profit \$4,791.85

Munch-2022.11.13 PreAuthoraized Credit	\$4,644.19	
Munch-2022.11.20 PreAuthoraized Credit	\$6,971.46	
Munch-2022.11.27 PreAuthoraized Credit	\$110.62	
Preauthorized credit Munch-2022.12.11	\$271.75	
Preauthorized credit Munch-2022.12.18	\$25.23	
Preauthorized credit (Munch-2023.01.08)	\$1,357.53	
Preauthorized credit (Munch-2023.01.15)	\$1,743.29	
Preauthorized credit (Munch-2023.02.12)	\$41.01	
Preauthorized credit (Munch-2023.02.26)	\$73.19	
Preauthorized credit (Munch-2023.05.21)	\$111.98	
Preauthorized credit (Munch-2023.05.28)	\$201.40	
<b>Total Deposits from Munchalunch 2022-2023</b>	<b>\$15,551.65</b>	
Dec 2nd 2022	\$146.00	
Dec 9th 2022	\$243.00	
Jan 6th 2023	\$44.00	
Jan 13th 2023	\$53.25	
Feb 3rd 2023	\$69.25	
Feb 10th 2023	\$56.00	
Mar 3rd 2023	\$80.00	
Mar 10th 2023	\$43.20	
Apr 14th 2023	\$62.00	
Apr 21st 2023	\$50.50	
May 5th 2023	\$73.00	
May 12th 2023	\$66.00	
Jun 2nd 2023	\$48.00	
Jun 8th 2023	\$92.00	
<b>Total from Daysales</b>	<b>\$1,126.20</b>	
<b>Total Bank Deposits from Special Lunch Program</b>	<b>\$16,677.85</b>	

Nov 2022 - Jun 2023 Total Bank Deposits	\$16,677.85	
Less Dec 2022 - Jun 2023 Payments by cheques	-\$13,674.28	
Money left from Munchalunch after payments	\$3,003.57	
Less 9 Refd Chq Cashed 2022-2023	-\$309.00	
Moved to PAC as donation	-\$107.00	
<b>Increase in Bank Account for the year 2022-2023</b>	<b>\$2,587.57</b>	

Total Bank Deposits fr. Munchalunch Apr-Mar2020	\$4,982.03	
Less 13 Refd Chq cashed in Jun 2020	-\$527.00	
Increase in Bank fr Munchalunch in 2019-2020	\$4,455.03	
Less 17 Refd Chq cashed in 2020-2021	-\$810.25	
Balance of Munchalunch Deposit as of Jun 2021	\$3,644.78	
Less 20 Refd Chq cashed in 2021-2022	-\$724.75	
Moved to PAC as donation	-\$77.50	
<b>Balance of Munchalunch Deposit as of Jun 2022</b>	<b>\$2,842.53</b>	

Dec 2nd 2022 Sushi	\$770.00	
Dec 9th 2022 Pizza	\$629.25	
Jan 6th 2023 Teriyaki Chicken	\$729.50	
Jan 13th 2023 Cheese Bun	\$221.38	
Feb 3rd 2023 Sushi	\$885.00	
Feb 10th 2023 Spaghetti	\$1,167.69	
Mar 3rd 2023 Teriyaki Beef	\$887.50	
Mar 10th 2023 Pizza	\$773.63	
Apr 14th 2023 Salad Rolls	\$694.00	
Apr 21st 2023 Mac & Cheese	\$1,110.06	
May 5th 2023 Sushi	\$834.00	
May 12th 2023 Chicken Fingers	\$1,277.72	
Jun 2nd 2023 Teriyaki Salmon	\$829.00	
Jun 8th 2023 Pizza	\$1,120.13	
<b>Payment to vendors</b>	<b>\$11,928.86</b>	
Nov, Dec & Jan Drinks	\$471.09	
Jan, Feb & Mar Drinks	\$540.44	
Apr, May & Jun Drinks	\$733.89	
<b>Payment for drinks</b>	<b>\$1,745.42</b>	
<b>Total payment by cheques</b>	<b>\$13,674.28</b>	
The 9 cheques cashed already		
#1	\$34.50	
#2	\$32.25	
#3	\$63.50	
#4	\$32.50	
#5	\$16.75	
#6	\$20.00	
#7	\$37.50	
#8	\$60.00	
#9	\$12.00	
<b>Total Refund Cheques cashed</b>	<b>\$309.00</b>	

Increase in Bank Account for the year 2022-2023	<b>\$2,587.57</b>	
Balance of Munchalunch Deposit as of Jun 2022	<b>\$2,842.53</b>	
<b>Balance of Munchalunch Deposit as of Jun 2023</b>	<b>\$5,430.10</b>	
Less unrefunded amount	-\$497.00	
Less Uncashed cheques	-\$141.25	
<b>Money raised for PAC</b>	<b>\$4,791.85</b>	

<b>Refund Cheques &amp; Donated amount</b>		
Chq Issued in 2020	\$697.25	
Chq Issued in 2021	\$750.00	
Chq issued in 2022	\$791.00	
Chq Issued in 2023	\$351.50	
Refd donated 2023	\$107.00	
	<b>\$2,696.75</b>	
Cashed in 2020	-\$527.00	
Cashed in 2021	-\$810.25	
Cashed in 2022	-\$724.75	
Cashed in 2023	-\$309.00	
Moved as donated	-\$107.00	
Uncashed Chq donated	-\$77.50	
<b>Total Uncashed in 2023</b>	<b>\$141.25</b>	

Uncashed Cheque#167	8.5	
Uncashed Cheque#177	14.5	
Uncashed Cheque#179	41.5	
Uncashed Cheque#180	29.5	
Uncashed Cheque #196	4.75	
Uncashed Cheque#237	\$42.50	
<b>Total uncashed</b>	<b>\$141.25</b>	