



DATE/TIME

Wednesday, September 21, 2022 via Microsoft Teams

The meeting was called to order at 6:30pm

ATTENDANCE: Fifteen parents and two administrators present.

1. Call to order and welcome to parents and staff – Jennie Middleton

2. Adoption of the agenda - All

Moved by: Nicole.

Seconded by: Joanne.

All in favour. Carried.

3. Approval of the minutes from the last meeting - All

Moved by: Nicole.

Seconded by: Tanya.

All in favour. Carried.

4. Chair's Report - Jennie Middleton

- Welcome to all returning and new families
- Jennie explained what the PAC's purposes are: provide a bridge between the school and parents, build community within the school family, support various activities at the school. Fundraising should always have a purpose, ie. building community, specific projects that enhance the entire school community, etc.
- PAC is for the entire student body. We cannot speak on behalf of a specific individual. We can make recommendations on where to go for more support and information but that's it.
- We have a number of positions where the coordinator will be leaving the school soon as their youngest child moves on to highschool. We will need to think about succession planning this year.

5. Principal/Vice Principal Report – Lesa Schultz/Eleanor Lee

1. Terry Fox – September 27th – we would love some parent volunteers to help that afternoon in the neighbourhood.
2. Thank you for the contribution to our camp this year. Grade 6 and 7 students will be going to Lake Sasamat for a one-day camp.
3. Early Dismissal Days on October 4th and 6th for Parent-Teacher Conferences – online or in-person. More information to come from your child's teacher.
4. Reporting Guidelines – We are still using the e-portfolios to report on the core competencies and as a window to learning. There will be a learning summary before the Winter Break, another one before Spring Break and a final year-end report in June.
5. Wish List – Does the PAC want the teachers/school to make a wish list? The PAC doesn't have enough funds at the moment to be able to purchase items off a wish list due to the lack of ability to fundraise over the last couple of years so we will wait on that.
6. Staffing – we are still looking to hire a few teachers at Byng but we did hire a 2/3 teacher and a 6/7 teacher today!
7. Jordan Hanson will be coming to Byng to do a drumming workshop as part of our Artists in Residence series from November 28-December 2nd. Each class will have two sessions and then there will be a final performance on December 2nd.
8. Byng Wear – we will be offering this to families soon and then we'd love some help from the parent community to sort and deliver the clothing to the classes – one afternoon/week.

Questions:

1. There is a new band teacher this year. Will they be using the ukuleles?

Our band teacher will only be teaching band this year as they will be at 2-3 schools and only working with the older students for band class. Other classroom teachers are welcome to use them in their classes.

6. Treasurer's Report – Maureen Gardner

We have applied for the gaming grant and are waiting to hear back about that. There are some rules that apply to spending of the gaming grant funds.

Two items on our budget:

Japanese Garden Refurbishment

The Garden Boxes

In our general account we currently have a balance of \$30,000.

The amount we have to spend this year is \$11,000.

We will vote on our budget for the year at next month's meeting.

Gaming Account

- The current gaming account bank balance is \$10,048
- I applied for the current year's gaming grant in April and we have not heard yet if the school will receive a grant this year
- Looking at budget for upcoming year, we have one year remaining to spend \$3228 and two years remaining to spend \$6820
- There are two budget items totalling \$2000 that will carry forward from last school year (Japanese Garden Refurbishment and North Side Garden Boxes)
- We will vote next month on the gaming account budget

General Account

- Our bank balance is \$30,209 with the following notes to make...
 - o Restricted Funds include \$15K for playground
 - o Fundraising YTD is \$4,412
 - o PAC surplus funds is \$11,016 and we will vote on a budget next month
- We will vote next month on the general account budget

Adoption of the Treasurer's Report from September 2022

Moved by: Joanne.

Seconded by: Nicole.

All in favour. Carried.

7. Committee Updates:

Fundraising – Vacant

We have some ideas for fundraising this year. We don't currently have a fundraising coordinator. If you are interested in taking on this role or doing one project, please let Jennie know.

Steveston Merchandise – Lara

We sold almost all of our left-over merchandise (t-shirts) on Canada Day. We still have tote bags available and some children's sizes that we will try to sell at some upcoming events.

Grants - Vacant

There are grants out there to apply for if anyone is interested in pursuing this.

Communication - Jennie

We will look into using the PAC section on the school's website. Is MailChimp still something we want to use?

Fruits and Veggies - Nicole C.

We had blueberries yesterday. Thank you to Shelby and Lara for washing, sorting and distributing them to the classrooms.

The next one is Tuesday, October 4th and it will be prune plums.

Green Team - Vacant

Ms. Wong and Ms. Naqvi will be running the Green Team this year.

Parent Education - Vacant

Nothing to report at this time.

Pizza Toonie Tuesdays – Shelby

We haven't had Pizza Tuesdays since March 2020. We would love to bring this back but are looking at different options, pricing, profits, etc. Jennie and Shelby have been talking to the volunteer parent at Garden City. They do a weekly pizza lunch of personal pizzas from Pizza Hut. They used to do the same system as us but have switched to pre-order on Munchalunch and very happy. Shelby is making calls to Pizza Huts to find out more.

Hot Lunch Days - Brenda U.

Brenda is working on the schedule for Hot Lunch Days which may go back to once/month.

RDPA Updates – Vacant

Nothing to report at this time. We would like a volunteer that attends the RDPA meetings once a month and reports back to us during our PAC meetings. Please let Jennie know if you're interested.

Social Events – Vacant

We are holding off on movie nights at the moment until we make it through the fall season.

Is there an interest in a Pub Night again? We went to Built a couple of years ago.

Tanya will look into the pricing/details/dates for this again. It's nice for parents to get together for a relaxing evening.

Family Fun Nights – donuts, etc. These were well received in prior years. If anyone has a contact with a local restaurant, please contact Jennie.

Final Questions/Discussion Items:

Discussion regarding our playground and the possibility of the need to fundraise for a new playground. The school district has said that the structures with wooden components will need to be removed. At this time, we do not know what the timeline is. The playground is discussed each year, it might be time to make a plan as

it will take 1-2 years for completion. Jennie is working with admin to find out more information.

If anyone would like to send an email to the PAC, please use:
lordbyngelementarypac@gmail.com

Adjournment at 7:44pm

Moved by: Tanya

Seconded by: Nicole

All in favour. Carried.

Thank you to all in attendance.

Our next PAC Meeting will be on Wednesday, October 12th, 2022

LORD BYNG PARENT ADVISORY COUNCIL (PAC)
FINANCIAL SUMMARY OF GAMING ACCOUNT - RESTRICTED

		At Jul-22
<u>ASSETS</u>		
Gaming Cash Account		10,048
Total Cash in Bank		10,048
<u>GRANT INCOME & SPENDING REPORT</u>		
Opening Balance Carryforward		5,816
Grant Income		
Gaming Grant Received - 2021/22 School Year		6,820
Grant Spending		
Saleema Noon Body Science Workshop		(1,575)
Classroom First Aid Bags		(782)
School Celebration 100 Years		(231)
ENDING BALANCE OF GAMING FUNDS		10,048
<u>GRANT DRAFT BUDGET 2021/22</u>		
Saleema Noon Body Science Workshop	\$ 1,575	
<i>Emergency Classroom Bags</i>	\$ 800	
<i>Garden Boxes (North Side)</i>	\$ 1,000	
<i>Japanese Garden Refurbishment</i>	\$ 1,000	
<i>School Celebration to mark 100 years</i>	\$ 200	
Total Budget Gaming Account	\$ 4,575	

LORD BYNG PARENT ADVISORY COUNCIL
Treasurer's Report Gaming Account - Restricted
August 31, 2022

Summary of Gaming Account Balance

Carryforward Balance from 2020/21	\$ 5,816
Gaming Grant Received 2021/22	\$ 6,820

Expenditures from Gaming Account

Saleema Noon Body Science Workshop	\$ (1,575)
Classroom First Aid Bags	\$ (782)
School Celebration 100 Years	\$ (231)
	<u>\$ 10,048</u>

GRANT DRAFT BUDGET 2021/22

Saleema Noon Body Science Workshop	\$ 1,575
<i>Emergency Classroom Bags</i>	\$ 800
<i>Garden Boxes (North Side)</i>	\$ 1,000
<i>Japanese Garden Refurbishment</i>	\$ 1,000
<i>School Celebration to mark 100 years</i>	\$ 200
Total Budget Gaming Account	\$ 4,575

LORD BYNG PARENT ADVISORY COUNCIL
Treasurer's Report Operating Account
August 31, 2022

Bank Balance \$30,209	}	Playground Improvement Fund	\$	15,000
		(5000 allocated for years 2016/17/19)		
		2021/22 Budget Unspent	\$	4,192
		(Refer to Budget & Actual spent YTD)		
		PAC Surplus Funds	\$	11,016
		(Refer to Summary of Fundraising YTD)		

Summary of Fundraising YTD

Hot Lunch Program	\$ 1,365.14
First Aid Hero Babysitting Course	\$ 90.00
Steveston T-Shirt & Tote Sales	\$ 2,115.10
Byng Family Fun Night	\$ 790.10
Interest Earned on Bank Account	\$ 51.72

Total Fundraising YTD	\$ 4,412.06
Carryforward Surplus from 2020/21	\$ 6,603.89

PAC Surplus Funds **\$ 11,015.95**

LORD BYNG PARENT ADVISORY COUNCIL (PAC) GENERAL DRAFT BUDGET
September 2021 - August 2022 Year
July 31, 2022

BUDGET AND SPENDING REPORT

Core PAC Programs

Classroom Consumables (\$200/teacher, \$50/EA)
 Outdoor Ed (Camp in 2021)
 Grade 7 Farewell

Subtotal

Approved Budget	Actual Spend Year-To-date	Remaining Budget
4,550	3,977	573
1,000	-	1,000
400	444	(44)
\$5,950	\$4,422	\$1,528

Notes

Camp 2021/22

PAC Programs Administration:

Munchalunch Annual Fee
 Parent Education
 Fruits & Veggies

Subtotal

336	336	-
400	-	400
200	21	179
\$936	\$357	\$579

PAC Social Events:

Family Skate Night - December

Subtotal

685	689	(4)
\$685	\$689	-\$4

PAC Executive Costs:

Teachers Retirement/Year End Gifts
 Miscellaneous PAC Expenses

Subtotal

300	-	-
400	367	(67)
	128	272
\$700	\$495	\$205

Hot Lunch Bins/Postage

Total Core PAC Programs

\$8,271 \$5,962 \$2,309

Motions

Field Trip Funds \$10 per Student
 McMath Scholarship

Motions Subtotal

3,400	1,516	1,884
500	500	-
	-	-
\$3,900	\$2,016	\$1,884

TOTAL BUDGET

\$12,171 \$7,979 \$4,192

Remaining Budget to Spend

TOTAL BUDGET CASH OUTFLOWS

\$7,979

1) Budget and Spending

- This report shows the budgeted amounts for the year and how much we've actually spent to date for each item for the month and for the year to-date.

Budget Items Temporarily Removed for this year

Noon Hour Programs
 Child Minding
 PAC Social (parent tea, movie license, skate night, misc)

LORD BYNG PARENT ADVISORY COUNCIL (PAC) GENERAL DRAFT BUDGET
September 2022 - August 2023 Year

BUDGET AND SPENDING REPORT

Core PAC Programs

Classroom Consumables
 Outdoor Ed (Camp in 2023/24)
 Grade 7 Farewell

	Approved Budget	Actual Spend Year-To-date	Remaining Budget
	3,750	-	3,750
	1,000	-	1,000
	400	-	400
Subtotal	\$5,150	\$0	\$5,150

Notes
 \$200/division,\$100 band,\$50/EA
 \$500 per year

PAC Programs Administration:

Munchalunch Annual Fee
 Fruits & Veggies

	336	-	336
	200	-	200
Subtotal	\$536	\$0	\$536

PAC Social Events:

Family Skate Night - December
 Miscellaneous Social

	685	-	685
	150	-	150
Subtotal	\$835	\$0	\$835

PAC Executive Costs:

Teachers Retirement/Year End Gifts
 Miscellaneous PAC Expenses

		-	-
	300	-	300
	400	-	400
Subtotal	\$700	\$0	\$700

Total Core PAC Programs	\$7,221	\$0	\$7,221
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Motions

McMath Scholarship
 Library Commons
 Resource Classroom

	500	-	500
		-	-
		-	-
		-	-
Motions Subtotal	\$500	\$0	\$500

TBD
 TBD

TOTAL BUDGET	\$7,721	\$0	\$7,721
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Remaining Budget to Spend

TOTAL BUDGET CASH OUTFLOWS	\$0
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1) Budget and Spending

- This report shows the budgeted amounts for the year and how much we've actually spent to date for each item for the month and for the year to-date.

LORD BYNG PARENT ADVISORY COUNCIL (PAC) GAMING DRAFT BUDGET
September 2022 - August 2023 Year

GRANT DRAFT BUDGET 2022/23

Garden Boxes (North Side)
 Japanese Garden Refurbishment
 Field Trip Funds \$10 per Student
 School wide drum workshop
Total Budget Gaming Account

\$	1,000	-	1,000
\$	1,000	-	1,000
\$	3,400	-	3,400
\$	3,000	-	3,000
\$	8,400		8,400

Carryforward
 Carryforward
 Vote in October
 Vote in October