



# LORD BYNG ELEMENTARY PAC MEETING AGENDA

## DATE/TIME

Wednesday, January 11, 2023 - 6:30 p.m. – 8:00 p.m.

## LOCATION

Online - Zoom

## SPECIFIC DISCUSSION TOPICS:

- Playground update
- Social and/or Movie night

## SCHEDULE

## LEAD

1. Call to order and welcome to parents and staff	Jennie Middleton
2. Adoption of the agenda	All
3. Approval of minutes from last meeting	All
4. Chair's report	Jennie Middleton
5. Principal and Vice Principal's report	Lesla Schulz & Eleanor Lee
6. Treasurer's report	Maureen Gardner
7. Committee updates	Committee Chairs
8. New Business	All

## ROLES/RESPONSIBILITIES

- |                         |                               |                               |
|-------------------------|-------------------------------|-------------------------------|
| • Chair: Jennie M.      | • Steveston T-shirts: Lara B. | • Parent Ed: Vacant           |
| • Vice-Chair: Kerry C.  | • Grants: Vacant              | • Pizza Wednesdays: Shelby N. |
| • Treasurer: Maureen G. | • Communications: Lisa O.     | • RDPA: Vacant                |
| • Secretary: Karen L.   | • Fruits & Veggies: Nicole C. | • Social: Vacant              |
| • Fundraising: Vacant   | • Green Team: Vacant          | • Hot Lunch: Brenda U.        |



DATE/TIME

Wednesday, January 11, 2023 via Zoom

The meeting was called to order at 6:33pm

ATTENDANCE: Ten 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: Maureen

Seconded by: Joanne

All in favour. Carried.

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

Moved by: Jennie

Seconded by: Erin

All in favour. Carried.

4. Chair's Report - Jennie Middleton

Jennie spoke with Dionne (RDPA past president) yesterday. Dionne spoke with Chris Wilkinson at the school district re playground approval and where Byng is on the list. We do not know our exact placement, but we are not in the top 8. The wooden components on the playground will not be uninstalled this school year. The plan at Spring Break is to remove the two climbing walls, resurface them, and then reinstall as long as they are not cemented into the ground.

It is probably a 3-year project to raise the funds for the playground. We may want to establish a committee, choose our provider, and put down our deposit.

Jennie: Motion to create a playground committee that will meet separately and have a rep that attends the PAC meeting with updates.

Joanne Liu: seconds the motion

Passed by majority

Please email PAC email if you are interested in joining the committee. Jennie will respond with a meeting day and time.

On behalf of PAC, Jennie purchased 2 books for the library in honor of Mrs. JJ Kempin. My Heart Fills with Happiness and Memory Jars

5. Principal/Vice Principal Report – Lesa Schultz/Eleanor Lee  
Not available at time of publication

6. Treasurer's Report – Maureen Gardner

#### Gaming Account

The current gaming account bank balance is \$12,710

Expenditures from the gaming account include:

- o KBam Drumming Workshop \$3675
- o Field trip funds \$240
- o Cheque Order \$103

I filed last school year's gaming summary report and we are all up-to-date

#### General Account

Our bank balance is \$32,182 with the following notes to make...

- o Restricted Funds include \$15K for playground
- o Fundraising YTD is \$2,427 (pizza hot lunch & interest)
- o PAC surplus funds is \$10,100
- o Budget still to spend \$7,082

Expenditures from the general account include

- o Hot lunch bin \$17
- o Pizza Hut Invoices Nov 23, 30 Dec 7, 14 \$3,675
- o Book for library in memory of Mrs. Kempin \$48

#### Adoption of the Treasurer's Report from September 2022

Moved by: Nicole

Seconded by: Erin

All in favour. Carried

#### 7. Committee Updates:

Fundraising – Vacant

## Steveston Merchandise

### Grants - Vacant

#### Communication – Lisa

No updates at this time. Lisa uploads notices and PAC meeting minutes to the website so that parents can access at anytime.

#### Fruits and Veggies - Nicole C.

We had prune plums and milk last week. Eleanor will use the leftovers with pizza Wednesdays to avoid excess waste.

#### Parent Education - Vacant

Nothing to report

#### Pizza Toonie WEDNESDAYS – Shelby N.

Pizza is going well. We have consistent orders each week.

#### Hot Lunch Days - Brenda U.

Munch a Lunch has been set up so that you can order pizza lunch for every Wednesday as well as one hot lunch per month until the end of the year. Each hot lunch/pizza lunch has its own deadline so please refer to the notices on the website.

#### RDPA Updates – Vacant

We are still searching for an interested parent to attend these virtual meetings.

#### Social Events – Tanya

Tanya reached out to Steveston Built for a social evening. They came back with a quote of \$25/person to them. We looked up the past experience there and at that time it was \$15/person so the PAC charged \$25. The last time we did it was in May. The weather was better. Prices seem to have gone up everywhere. We will call around and see if we can get a better rate. It depends if we are trying to have a social night or a fundraiser (ie. make money or break even)

Family Skate Night was a success. Lots of families participated and we had a lot of donations for the Food Bank.

Wondering if we would like to have a Movie Night. Do we need a license? Can we use the library movie license? We used to have three movie nights a year. We would raffle off the DVD at the end of the night. The entrance was free and we would have

a concession open. We will think about it but need to check into the licensing with other schools and the RDPA.

Final Questions/Discussion Items:

If you are interested in being a part of the Playground Committee, please let us know. Lesa will put it in the WAAG.

Adjournment at 7:11 pm

Moved by: Tanya

Seconded by: Nicole

All in favour. Carried.

Thank you to all in attendance.

Our next PAC Meeting will be on Wednesday, March 8, 2023

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

**Summary of Gaming Account Balance**

Carryforward Balance from 2021/22	\$ 10,048
Gaming Grant Received 2022/23	\$ 6,680

**Expenditures from Gaming Account**

Field Trip Funds \$10 per Student	\$ 240
Kbam Drumming Workshop	\$ 3,675
Bank Charges - Cheque Order	\$ 103
	\$ 12,710

**GRANT DRAFT BUDGET 2022/23**

<i>Garden Boxes (North Side)</i>	\$ 1,000
<i>Japanese Garden Refurbishment</i>	\$ 1,000
<i>Field Trip Funds \$10 per Student</i>	\$ 3,600
<i>School wide drum workshop Kbam</i>	\$ 3,675
<b><i>Total Budget Gaming Account</i></b>	<b><i>\$ 9,275</i></b>

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

Bank Balance \$32,182	}	Playground Improvement Fund	\$ 15,000
		(\$5000 allocated for years 2016/17/19)	
		2022/23 Budget Unspent	\$ 7,082
		(Refer to Budget & Actual spent YTD)	
		PAC Surplus Funds	\$ 10,100
		(Refer to Summary of Fundraising YTD)	

**Summary of Fundraising YTD**

Pizza Hot Lunch	\$ 2,354.70
Interest Earned on Bank Account	\$ 72.52

Total Fundraising YTD	\$ 2,427.22
Carryforward Surplus from 2021/22	\$ 7,672.97

**PAC Surplus Funds**                      **\$ 10,100.19**

**LORD BYNG PARENT ADVISORY COUNCIL (PAC) GENERAL BUDGET**  
**December 31, 2022**

**BUDGET AND SPENDING REPORT**

***Core PAC Programs***

	Approved Budget	Actual Spend Year-To-date	Remaining Budget	Notes
Classroom Consumables	4,250	-	4,250	\$200/division,\$100 band,\$50/EA
Outdoor Ed (Camp in 2022/23)	1,000	-	1,000	\$500 per year
Grade 7 Farewell	400	-	400	
<b>Subtotal</b>	<b>\$5,650</b>	<b>\$0</b>	<b>\$5,650</b>	

***PAC Programs Administration:***

Munchalunch Annual Fee	336	336	-
		-	-
Fruits & Veggies	200	22	178
<b>Subtotal</b>	<b>\$536</b>	<b>\$358</b>	<b>\$178</b>

***PAC Social Events:***

Miscellaneous Social	150	31	119	Welcome Back Tea
<b>Subtotal</b>	<b>\$150</b>	<b>\$31</b>	<b>\$119</b>	

***PAC Executive Costs:***

Child Minding		-	-	
Teachers Retirement/Year End Gifts	300	-	300	
Miscellaneous PAC Expenses	400	65	335	Hot Lunch Bin/Library book
<b>Subtotal</b>	<b>\$700</b>	<b>\$65</b>	<b>\$635</b>	

<b>Total Core PAC Programs</b>	<b>\$7,036</b>	<b>\$454</b>	<b>\$6,582</b>
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***Motions***

McMath Scholarship	500	-	500
		-	-
<b>Motions Subtotal</b>	<b>\$500</b>	<b>\$0</b>	<b>\$500</b>

<b>TOTAL BUDGET</b>	<b>\$7,536</b>	<b>\$454</b>	<b>\$7,082</b> Remaining Budget to Spend
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<b>TOTAL BUDGET CASH OUTFLOWS</b>	<b>\$454</b>
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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.