



# LORD BYNG ELEMENTARY PAC MEETING AGENDA

## DATE/TIME

Wednesday, May 10, 2023 - 6:30 p.m. – 8:00 p.m.

## LOCATION

Online - Zoom

## SPECIFIC DISCUSSION TOPICS:

- AGM – election of Executive
- Sports Day – concession and Byng Wear
- Movie night
- Pub Night
- Parent Ed 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 – including election of Executive	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.        |



2. DATE/TIME

Wednesday, April 12, 2023 via Zoom

The meeting was called to order at 6:36 pm

ATTENDANCE: Nine parents and one administrators present.

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

4. Adoption of the agenda - All

Moved by: Maureen G

Seconded by: Nicole C

All in favour. Carried.

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

Moved by: Maureen G

Seconded by: Erin K

All in favour. Carried.

6. Chair's Report - Jennie Middleton

a. Playground Committee

- i. District doing another review in summer to see if our waitlist placement will change.

b. AGM in May

- i. Voting for our executive
- ii. Treasurer and Secretary position vacant
- iii. May 10th is the AGM

c. Staff Appreciation

- i. Goodie bags will be presented to staff (similar to previous years after covid) in lieu of traditional breakfast for this year

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

a. Learning Survey

- b. Earth Day
- c. Panorama
- d. Track Meet
- e. Welcome to K
- f. Band Concert
- g. Recognition Assembly
- h. Gr. 7 Farewell
- i. Letters to administration to advocate for students learning environment next year - communication coming in May

8. Treasurer's Report – Maureen Gardner

Gaming Account

- The current gaming account bank balance is \$10,909
- No expenditures from the gaming account in March

General Account

- Our bank balance is \$44,380 with the following notes to make...
  - o Restricted Funds include \$15K for playground
  - o Fundraising YTD is \$5,705 (hot lunch, pizza days, bank interest)
  - o Presales of hot lunch and pizza April to June \$9,550 (this amount is not included in fundraising YTD because the related expenditure is still to be recorded)
  - o PAC surplus funds is \$22,930
  - o Budget still to spend \$6,450
- Expenditures from the general account for March include
  - o Hot lunch \$1,115
  - o Pizza \$2,598
  - o Classroom Consumables \$632

Adoption of the Treasurer's Report from March 2023

Moved by: Joanne

Seconded by: Nicole C

All in favour. Carried

7. Committee Updates:

Fundraising – Vacant

## Grants - Vacant

### Communication – Lisa

Byng website – PAC. Lisa uploads notices and PAC meeting minutes to the website so that parents can access at anytime.

### Fruits and Veggies - Nicole C.

Cheese sticks for next Tuesday, April 18th. No communication about non-dairy options.

### Parent Education - Vacant

Jennie spoke to Anita, PAC Chair at McKinney, and they have booked Deb MacNamara – Wednesday, May 31<sup>st</sup> 6:30 to 8:00 pm; Making Sense of Anxiety. McKinney, Byng, Diefenbaker will all participating via Zoom session. The cost for us is \$217 + GST.

### Pizza Toonie WEDNESDAYS – Shelby N.

Open up Munchalunch for month of June.

### Hot Lunch Days - Brenda U.

Open up Munchalunch for Sports Day lunch. Jennie going to reach out to see if we can get burgers (Buck, GoodCo, Built).

This is Brenda's last year at Byng so we need a new Hot Lunch Coordinator! We will begin to advertise through the PAC and in the WAAG.

### RDPA Updates – Vacant

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

### Social Events

Pub Night - spoke with Tonia at the Buck. Our cost is \$15/person (burger and beverage) and they advised us to charge \$25 (meat & vegetarian options). June 8 Thurs is our ideal time, but Jennie will ask Tonia for other Thurs/Sun options to choose from.

Jennie emailed ACF for movie license. Most economical way is \$400 + tax for 12 months. This does not include being able to stream from private streaming sites. Motion to vote for approving the purchase of the movie license. 6 for, none oppose. Passed.

Friday, June 9th tentative date for Movie Night.

Final Questions/Discussion Items:

None

Adjournment at 7:30 pm

Moved by: Maureen

Seconded by: Joanne

All in favour. Carried.

Thank you to all in attendance.

Our next PAC Meeting will be on Wednesday, May 10, 2023

**LORD BYNG PARENT ADVISORY COUNCIL**  
**Treasurer's Report Gaming Account - Restricted**  
**March 31, 2023**

**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	\$ 1,350
Kbam Drumming Workshop	\$ 3,675
Bank Charges - Cheque Order	\$ 103
Family Skate Night - December	\$ 691

**Gaming Bank Balance** \$ 10,909

**GRANT 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>\$ 9,275</b>

**LORD BYNG PARENT ADVISORY COUNCIL**  
**Treasurer's Report Operating Account**  
**March 31, 2023**

Bank Balance \$44,379	}	Playground Improvement Fund	\$ 15,000
		<small>(\$5000 allocated for years 2016/17/19)</small>	
		2022/23 Budget Unspent	\$ 6,450
		<small>(Refer to Budget &amp; Actual spent YTD)</small>	
		PAC Surplus Funds	\$ 22,930
		<small>(Refer to Summary of Fundraising YTD)</small>	

**Summary of Fundraising YTD**

Presale Pizza & Hot Lunch	\$9,550.93
Pizza Hot Lunch	\$ 4,325.57
Hot Lunch Program	\$ 1,241.57
Interest Earned on Bank Account	\$ 138.25

Total Fundraising YTD	<u>\$ 15,256.32</u>
Carryforward Surplus from 2021/22	<u>\$ 7,674.00</u>

**PAC Surplus Funds** \$ 22,930.32

**LORD BYNG PARENT ADVISORY COUNCIL (PAC) GENERAL BUDGET**  
**March 31, 2023**

**BUDGET AND SPENDING REPORT**

	<b>Approved Budget</b>	<b>Actual Spend Year-To-date</b>	<b>Remaining Budget</b>	<b>Notes</b>
<b>Core PAC Programs</b>				
Classroom Consumables	4,250	632	3,618	\$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>\$632</b>	<b>\$5,018</b>	
<b>PAC Programs Administration:</b>				
Munchalunch Annual Fee	336	336	-	
		-	-	
Fruits & Veggies	200	22	178	
<b>Subtotal</b>	<b>\$536</b>	<b>\$358</b>	<b>\$178</b>	
<b>PAC Social Events:</b>				
Miscellaneous Social	150	31	119	Welcome Back Tea
<b>Subtotal</b>	<b>\$150</b>	<b>\$31</b>	<b>\$119</b>	
<b>PAC Executive Costs:</b>				
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>\$1,086</b>	<b>\$5,950</b>	
<b>Motions</b>				
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>\$1,086</b>	<b>\$6,450</b>	Remaining Budget to Spend
<b>TOTAL BUDGET CASH OUTFLOWS</b>		<b>\$1,086</b>		

**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.