



DATE/TIME

Wednesday, September 13th, 2023, via Zoom

The meeting was called to order at 7:05pm

ATTENDANCE: Ten parents and two administrators present.

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

2. Adoption of the agenda - All

Moved by: Erin

Seconded by: Maureen

All in favour. Carried.

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

Moved by: Maureen

Seconded by: Joanne

All in favour. Carried.

4. Chair's Report - Jennie M.

Introduction of the PAC Executive for the 2023-2024 school year

Chair – Jennie M.

Vice Chair – Kerry C.

Treasurer – Joanne L. (beginning in October)

Secretary – Karen L.

It was decided at the PAC AGM meeting in May that we will start our PAC Meetings at 7pm this year.

Thank you to everyone for attending tonight. A gentle reminder that we are all volunteers.

What is PAC? It is a bridge between home and school. Some people think of PAC as a fundraising committee but that is just one small part of what the PAC does to help the school. Next month we will discuss our budget for the year and we will need to

vote on the budget items proposed. We will need at least five parents in attendance in addition to the PAC Chair in order to meet quorum as per our bylaws.

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

Lesla - Welcome back to school. The students have settled in well and we are excited for a great year of learning!

Eleanor – We have tentatively booked Outdoor Ed at Camp Jubilee for our Grade 6 and 7 students for next September 18-20, 2024. We try to offer this camping experience every two years.

Lesla – We are working with our HR department to staff our Grade 5/6 class. We have a TIOC in place at this time. We also have a posting for 2 EAs (Educational Assistants)

We have some exciting events coming up at the school:

September 21st – Meet the Teacher – casual afternoon/evening drop-in to say hello

September 27th - Terry Fox Run

Volleyball is starting up soon

Lots of students signed up for our Cross-Country Running Club

We will have a variety of clubs at school this year including – board games, knitting, and more!

6. Treasurer's Report – Maureen G.

September 2023 Treasurers Report

Gaming Account

The current gaming account bank balance is \$9,369

Looking ahead... we have one year remaining to spend \$2689 and two years remaining to spend \$6680

I have applied for the gaming grant for next school year and the PAC has three years to spend the funds if we are successful in receiving a grant this year

General Account

Our bank balance is \$35,755 with the following notes to make...

- Restricted Funds include \$15,500 for playground
- Total fundraising for last school year was \$10,152 (hot lunch, pizza days, movie night, pub social, and bank interest)
- PAC surplus funds is \$20,254 with the budget for the current school year still to be decided

A few questions regarding Field Trip funds for teachers. The amount will be determined at next month's meeting. We will continue to encourage teachers to use the amount provided by the PAC.

Adoption of the Treasurer's Report

Moved by: Erin

Seconded by: Judith

All in favour. Carried

7. Committee Updates:

Fundraising – Vacant

We don't currently have a fundraising coordinator. If that is something that interests you, please let us know.

Volunteer Coordinator – Lara

This is a new PAC committee for us this year. Lara will collect a list of parents/family members who would like to contribute their time or expertise. Committee chairs will let Lara know how many volunteers they will need for their event and Lara will do her best to coordinate this. Please email the PAC if you would like to be on this list.

lordbyngelementarypac@gmail.com

Steveston Merchandise

We still have a few Steveston totebags available. Please contact Jennie if you would like to purchase one.

Grants - Vacant

We used to have someone who researched grants. If this interests you, please email the PAC.

Communication - Jennie

We used to have a communication coordinator who updated our PAC website, etc. but her children have moved on to highschool.

If interested in this position, please let us know.

We also have a Facebook Group, Lord Byng Elementary PAC which we use to send out reminders, volunteer requests, etc.

Fruits and Veggies - Nicole C.

Nicole works with Agriculture BC to help organize our Fruits and Veggies program at Byng. Our first delivery will be plums in October. Nicole helps to sort these when they arrive at the school.

We also receive individualized 2% milk and soya milk for our primary students.

This position will be available next year as Nicole's son will be moving to highschool. If you are interested in learning more about this position, please contact Jennie.

Parent Education – Vacant

We try to organize presentations by experts for parents each year. Sometimes we work together with another school to save costs. Some of the topics have included cyber-safety, anxiety, etc.

Pizza Wednesday – Shelby

We will be continuing with Pizza every Wednesday. It will be a personal sized pizza for \$5.50. We are organizing the Munch-a-Lunch payment system and once it is ready, we will send out more information. Shelby will need a team of four volunteers to help with distribution each Wednesday Please let us know if you're available each week or from time to time.

RDPA Updates – Vacant

The District PAC meets once a month on a Tuesday. It is great if someone from Byng can attend these meetings to find out what is happening at other schools and on PACs. This information can then be shared at our monthly PAC meetings. Please let us know if you're interested.

Hot Lunch Days - Kristin

Kristin is our new Hot Lunch Day coordinator and she is currently working with vendors to organize a variety of hot lunch menus for our students. Hot Lunch is once a month at Byng, in addition to the Pizza Wednesdays.

Social Events

Lisa and Kirstin are organizing a Halloween Event for Friday, October 20th – time to be announced. There will be a DJ, dancing, a craft table, raffle, 50/50, etc. We will need parent volunteers to help with the evening. We will also contact the high school to see if there are any Byng alumni who would like to help out and receive their volunteer hours.

Jennie is also trying to organize a school pumpkin patch with a parent volunteer sourcing out suppliers.

Playground Fundraising Committee – Erin

Our playground is old and we would like to fundraise for a new one. This is a multi-year project. We will have our first meeting on Wednesday, September 27th at 7pm. Everyone is welcome. We will have an update for next steps at our next PAC Meeting.

Our next PAC Meeting is scheduled for Wednesday, October 11th at 7pm. A zoom link will be sent home closer to the date.

Dates for the year's PAC Meetings are:

Wednesday, November 22nd

Wednesday, January 10th

Wednesday, March 13th

Wednesday, May 8th

Adjournment at 8:05pm

Moved by: Maureen

Seconded by: Judith

All in favour. Carried.

Thank you to everyone and we hope to see you next month!

LORD BYNG PARENT ADVISORY COUNCIL
Treasurer's Report Gaming Account - Restricted
August 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	\$ 2,890
Kbam Drumming Workshop	\$ 3,675
Bank Charges - Cheque Order	\$ 103
Family Skate Night - December	\$ 691

Gaming Bank Balance \$ 9,369

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
Total Budget Gaming Account	\$ 9,275

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

Bank Balance \$35,755	}	Playground Improvement Fund	\$ 15,500
		<small>(\$5000 allocated for years 2016/17/19 and \$500 Grant 2023)</small>	
		2022/23 Budget Unspent	\$ 2,850
		<small>(Refer to Budget & Actual spent YTD)</small>	
		PAC Surplus Funds	\$ 17,405
		<small>(Refer to Summary of Fundraising YTD)</small>	

Summary of Fundraising YTD

Pizza Hot Lunch	\$ 7,523.18
Hot Lunch Program	\$ 1,629.16
Movie Night Concessions	\$ 256.71
Pub Night Social	\$ 457.61
Steveston T-Shirt & Tote Sales	\$ 35.00
Interest Earned on Bank Account	\$ 250.54

Total Fundraising YTD	\$ 10,152.20
Carryforward Surplus from 2021/22	\$ 7,253.00

PAC Surplus Funds \$ 17,405.20

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

BUDGET AND SPENDING REPORT

Core PAC Programs

	Approved Budget	Actual Spend Year-To-date	Remaining Budget	Notes
Classroom Consumables	4,250	3,200	1,050	\$200/division,\$100 band,\$50/EA
Outdoor Ed (Camp in 2022/23)	1,000	-	1,000	\$500 per year
Grade 7 Farewell	400	372	28	
Subtotal	\$5,650	\$3,572	\$2,078	

PAC Programs Administration:

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

PAC Social Events:

Movie License - Full Year	420	-	420	Voted and Approved April Meeting
Miscellaneous Social	150	31	119	Welcome Back Tea
Subtotal	\$570	\$31	\$539	

PAC Executive Costs:

Child Minding		-	-	
Teachers Retirement/Year End Gifts	300	336	(36)	
Miscellaneous PAC Expenses	400	83	317	Hot Lunch Bin/Library book
Subtotal	\$700	\$418	\$282	

Total Core PAC Programs	\$7,456	\$4,379	\$3,077
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Motions

McMath Scholarship	500	500	-	
Parent Education		228	(228)	Added in March Meeting
		-	-	
Motions Subtotal	\$500	\$728	-\$228	

TOTAL BUDGET	\$7,956	\$5,106	\$2,850	Remaining Budget to Spend
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TOTAL BUDGET CASH OUTFLOWS	\$5,106
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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.