

Clinton Elementary School Parent Advisory Council

5858 Clinton Street Burnaby B.C. V5J 2M3
clintonpac.sd41@gmail.com



2022-23 PAC Meeting

Wednesday, October 19, 2022 at 5:30pm in the Library

MINUTES

1. Call to Order

- 5:31pm.

2. Introductions

- 10 attendees.

3. Adopt Agenda

- Agenda circulated.

Motion: That the agenda be adopted as circulated. **M/S/C**

4. Approve Minutes

- Monday, September 12, 2022 PAC meeting minutes circulated.

Motion: That the minutes be approved as circulated. **M/S/C**

5. Principal's Report

- Student population 381.

- Past events:

- Oct 5-7 Camp Elphinsote, Gr. 7 overnight field trip.
- Oct 11 ArtStarts "Dumpster Dragons" performance.
- Oct 14 Laity Pumpkin Patch field trip.
- Oct 17 Student Photo Day.
- Oct 18 Fire Drill.

- Upcoming events:

- Oct 20 Identity Day, The Great BC Shakeout.
- Oct 21 Pro-D Day, no classes.
- Oct 31 Halloween Parade.
- Nov 23 Young People's Concert.
- Dec 13 and 14 Christmas Concert.

- Volleyball – Teams are up and running, boys on Tue, girls on Thu, 8 week program, 4 home and 4 away games.

- Christmas Concert – Dec 13 and 14. Will be done over 2 nights, might record it and/or stream it live so families can watch at home, will be following District Covid protocols.

- Traffic Analysis – District doing traffic pattern analysis of all 43 elementary schools to make reconditions for signage. Our school was done today at 8am and 3pm.

- Ministry Support – Ministry has allocated funds to District to support needy families. \$12,000 allocated to our school for: food, clothing, field trips, supplies, planners etc. EA's help with breakfasts and lunches. Please let the school know if your family needs assistance or if you know of a family that needs assistance because the help is here. Contact Mr. Bortolussi (Principal) and/or Mrs. Heal (Counsellor).

- Camp Elphinsote – Burnaby Children's Fund covered cost of 3 students (\$275 ea) for Gr. 7 overnight field trip.

- Coats For Kids – Rotary Club of Metrotown donating brand new coats to students in need on Oct 26.

- Garden – Planning to order signage, picnic tables, cedar log benches. Mrs. Enchelmaier applied for Whole Kids Foundation grant in Jun, successfully awarded the grant!

6. Parents questions and/or comments for the Principal

- Q) When does school report enrolment for Gaming funding? A) In Jun.

7. Chair's Report

- 2022-23 PAC meeting schedule circulated.
- Fundraisers
 - Ongoing: Lees Bottle Depot, Cobs Bread, Mable's Labels.
 - Completed: MVP Athletic Supplies – Raised \$231.
Sun-Oka Fruit Farms – Raised \$770.
 - Current: Munch-A-Lunch Term 1 – Raised \$3,000 to date.
 - Up Coming: Growing Smiles – Oct 20-Nov 18, orders arrive Nov 29.
Purdys Chocolates – Nov 2-21, orders arrive Dec 5 or 6.
West Coast Seeds – Mid Jan-early Feb, orders arrive early Mar.
- Events
 - Completed: Welcome Back Coffee – Sep 6.
Family Potluck Dinner – Sep 23, was great success so might do another mid May.
 - Up Coming: Family Movie Night – Moved from Oct 10 to Nov 24.
Pancake Breakfast – Dec 16, will be done by Fuel Catering.
Escape Room – Mar 10.
- Projects
 - Ongoing: Library – The new tables are here!
Garden – Teachers will have planning meeting soon and report back to PAC.
Earthquake Bin – When snacks and water expire they will need to be replaced.

8. Treasurer's Report

- Current financial statements circulated.
- Planning to allocate \$25/student (\$10 field trips + \$10 PAC + \$5 cultural enrichment).

9. DPAC Rep's Report

- Tuesday, October 4, 2022 PAC 101 meeting summary circulated.
- Monday, October 17, 2022 Treasurer's Workshop summary circulated, was optional, did not attend.

10. Open Discussion

- Playground Equipment – Students have been asking Mr. Bortolussi for a swing set. Chaffey-Burke spent \$15,000 for a merry-go-round net climber. Langley District has added gaga ball pits to their elementary schools. Could apply for Community Gaming Grant to cover cost of new playground equipment.
- School Sports Lessons – Teachers would like to bring a spikeball club to school next spring for lessons, similar to ultimate frisbee club that came last spring. School would like to split costs 50/50 with PAC.
- Ten Day of Christmas – No plans to do school wide event, but PAC will follow up with Mrs. Enchelmaier.
- Flu Shots – Not offered at school.
- Safety Patrol – Ms. Benson runs it. No plans to have intermediate students run crosswalk like past years. Currently has 7-8 students volunteering to put out/take sandwich board traffic signs.
- Lost and Found – No one runs this. Parent volunteers welcome to take it on.
- Earthquake Bin Supplies – Yes, District is to pay for supplies, have history of being slow to get equipment.

11. Next PAC Meeting

- Friday, November 18, 2022 at 9:05am in the Library.

12. Adjournment

Motion: That the meeting be adjourned at 6:43pm. ***M/S/C***

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2022-2023 PAC Meetings Schedule

Current as of Friday, October 7, 2022

DAY	DATE	TIME	LOCATION	NOTES
Monday	September 12, 2022	9:05am	School Library	
Wednesday	October 19, 2022	5:30pm	School Library	
Friday	November 18, 2022	9:05am	School Library	
Friday	December 9, 2022	9:05am	School Library	
Wednesday	January 18, 2023	5:30pm	School Library	
Friday	February 17, 2023	9:05am	School Library	
Wednesday	March 29, 2023	5:30pm	School Library	
Wednesday	April 26, 2023	5:30pm	School Library	
Wednesday	May 10, 2023	5:30pm	School Library	AGM

CLINTON PAC - GENERAL
 STATEMENT OF INFLOWS/OUTFLOWS
 September 1, 2022 – August 31, 2023

	30/Sep/21	31/Oct/21	YTD	Budget	Comments
MunchaLunch Revenue	10,342.48	3,929.10	14,271.58	-	
Munch a Lunch Annual Hosting Fee	-	336.00	336.00	-	
MunchaLunch Expense	1,404.00	848.88	2,252.88		
MunchaLunch	8,938.48	2,744.22	11,682.70	7,500.00	
Other Fundraisers:					
Fun Lunch Revenue	112.00	-	112.00		
Fun Lunch Expense	-	99.02	99.02		
Fun Lunch Program	112.00	(99.02)	12.98		
Purdys Revenue	-	-	-		
Purdys Expense	-	-	-		
Purdys	-	-	-	1,000.00	
Spirit Wear Revenue	-	-	-		
Spirit Wear Expense	-	-	-		
Spirit Wear	-	-	-	250.00	through MVP Athletic Supplies
Christmas Fundraiser Revenue	-	-	-		
Christmas Fundraiser Expense	-	-	-		
Christmas Fundraiser	-	-	-		
Sports Day/Freezie Concession	-	-	-		
Sports Day/Freezie Expense	-	-	-		
Sports Day Concession	-	-	-	100.00	
Pub Night	-	-	-		
Pub Night Expense	-	-	-		
Pub Night	-	-	-		
Walk-a-thon Revenue	-	-	-		
Walk-a-thon Expenses	-	-	-		
Walk-a-thon	-	-	-		
Freezie Sales Revenue	-	-	-		
Freezie Sales Expense	-	-	-		
Freezie Sales	-	-	-		
Movie Night	-	-	-		
Movie Night Costs	-	-	-		
Movie Night	-	-	-		
Net Other Fundraisers	112.00	99.02	12.98	1,350.00	
Grade 7 Graduation	-	-	-		
Memory Books	-	-	-		
Photo Night	-	-	-	200.00	
West Coast Seeds	-	-	-	300.00	
Recycling Depot	-	-	-	300.00	
Bank Interest	-	-	-		
ation	-	-	-		
operating grant	-	-	-	100.00	\$117.06 carried forward from 2021-2022 school year
GoFundMe	-	-	-		
Miscellaneous Revenue	-	-	-		
GROSS INFLOWS	10,454.48	3,929.10	14,383.58		
FUNDRAISER EXPENSE OFFSETS	1,404.00	1,283.90	2,687.90		
NET	9,050.48	2,645.20	11,695.68	9,750.00	
Other Outflows:					
Technology					
Library Books	-	500.00	500.00	500.00	
Library Renovations	-	-	-	2,000.00	
Computers, software and accessories	-	-	-		
Recreation and Clubs					
Gym & outdoor sports equipment	-	500.00	500.00	500.00	
Academic Assistance					
Cultural Enrichment	-	-	-	1,950.00	\$5/student for 377 students=\$1885
Field trips	-	-	-	3,900.00	\$10/student form gaming grant, plus \$10/student from PAC funds=7540
Classroom supplies	-	2,185.00	2,185.00	2,250.00	\$5/student @377 students, plus \$100/x3 special class
Planners	-	-	-		
Fine Arts					
Musical Supplies	-	500.00	500.00	500.00	
Community, Social & Safety					
Emergency supplies	-	-	-	390.00	\$1/Student
Safety Supplies	-	-	-		
Grad 7 graduation	-	-	-	250.00	
Garden renewal	-	-	-	4,000.00	
Teacher appreciation lunch (net)	-	-	-	350.00	
Teacher farwell gifts	-	-	-	300.00	
Pancake breakfast	-	-	-	1,200.00	
Christmas Cheer	-	-	-		
Potluck	-	-	-	200.00	
Clinton Cares	-	-	-	100.00	
Movie Licece	-	-	-	100.00	So kids can watch fun videos in Class
Administration of PAC					
PAC/DPAC Fees	-	75.00	75.00	75.00	
Administration Expenses	-	-	-		
Meeting refreshments	-	-	-	100.00	
Other					
Miscellaneous	-	-	-	50.00	
Total Expenses	-	3,760.00	3,760.00	18,915.00	
Net Cash Inflow/(Outflow)	9,050.48	(1,114.80)	7,935.68	(9,165.00)	
Opening Cash Balance	11,376.79	20,427.27	11,376.79	8,378.00	
Closing Cash Balance	20,427.27	19,312.47	19,312.47	(787.00)	

CLINTON PAC - GAMING
 STATEMENT OF INFLOWS/OUTFLOWS
 September 1, 2022 – August 31, 2023

	30/Sep/22	31/Oct/22	YTD	Budget	Fav/(Unfav) Variance	Comment
Grant	7,660.00		7,660.00	7,200.00	460.00	
Bank Interest		-	-	2,172.49	- 2,172.49	carry over from 2021-2022
GROSS INFLOWS	7,660.00	-	7,660.00	9,372.49	- 1,712.49	
Expenditure Details:						
		<u>Cheque #</u>				
Field trips/Educational Group Activities:					- 4,467.90	
School House Products Inc. Library Tables		273	4,467.90	4,467.90	5,000.00	Library Revitalization
				-	3,900.00	Field Trips
				-	450.00	Garden Renewal
				-		
				-		
				-		
Total Expenses	-	4,467.90	4,467.90	9,350.00	4,882.10	
Net Cash Inflow/(Outflow)	7,660.00	- 4,467.90	3,192.10	22.49	3,169.61	
Opening Cash Balance	2,172.49	9,832.49	2,172.49		2,172.49	
Closing Cash Balance	9,832.49	5,364.59	5,364.59		5,364.59	

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2022-23 DPAC Report

MEETING SUMMARY

Tuesday, October 4, 2022

PAC 101

- Andrea Sinclair highlighted the importance of connecting and including more people by tapping their shoulders to do things that need to get done. Creating opportunities to connect and inform parents, guardians, caregivers, so they understand the importance of PAC, and they can contribute and volunteer “help parents see themselves as part of something larger than themselves.” She suggested planning succession a year in advance. Other ideas: delegate, take turns doing specific things to avoid the same few people dealing with different things.

Bylaws

- Bylaws are important to help us run meetings and function properly. They can be changed if there is a need to update how PAC works, measure pros and cons of doing it. They need to be presented for consideration and get approved on an AGM (the current bylaws should explain the process).

Emergency Equipment

- Earthquake and emergency equipment is the district’s job, it is okay to help out, but PAC is not obligated.

Food Guidelines

- Food guidelines are still a draft with ongoing conversation between the Ministry of Health, the Ministry of Education, and representatives.

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2022-23 DPAC Report

MEETING SUMMARY

Monday, October 17, 2022

Treasure's Workshop (from the minutes)

- Contracts need to be signed by principal.
- Fundraising to enhance schools but not for hiring people.
- District does not finance technology; it provides equitable funding for schools.
- Financial records should be kept for seven years.
- Scholarships: Art schools, banks, and other companies (e.g., Vancity, McDonald's) offering grants, the PAC can research and apply for them. If unsure, can call the District or DPAC executives.
- Community Grants:
 - PAC: minimum \$20 per student; DPAC: \$2,500 per year.
 - Apply online April 1 to June 30. Notification by September 30th.

Q&A

- To access the DPAC funds if needed, we can refer to helpline on PAC and DPAC gaming for assistance.
- Traffic safety: The city of Burnaby provides the funds.