

Clinton Elementary School Parent Advisory Council

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



2022-23 PAC Meeting

Wednesday, April 26, 2023 at 5:30pm in the Library + Zoom

MINUTES

1. Call to Order

- 5:35pm.

2. Introductions

- 12 attendees (5 in-person, 7 online).

3. Adopt Agenda

- Agenda circulated, addition to item 10.

Motion: That the agenda be adopted as circulated, with addition to item 10. **M/S/C**

4. Approve Minutes

- Wednesday, March 29, 2023 PAC meeting minutes circulated.

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

5. Principal's Report

- Student population 367.
- Transfers – 25% of student population (80 students) transferred in/out in 2022-23.
- Refugees – 1,000+/- work visas being issued to refugees, 500+/- are coming to Burnaby.
- School Review – Currently being done by the District, all schools have this done.
- Upcoming events:
 - May 2 Battle of the Books District Final – 10 teams of Gr.6-7 competed against each other, top team going to finals at Taylor Park Elementary.
 - May 4 Student Led Conferences – Early dismissal for all grades at 1:45pm, conferences from 2-6pm, 2-4 students at a time in each classroom for their 30min timeslot.
 - Mon May 8 Gr.6 Immunization – Will be one more immunization for Gr.6-7 students that missed it (TBA).
 - May 22 Victoria Day – School closed.
 - May 24 Kindergarten Dental Screening.
 - May 31 Celebration of Learning Assembly, Parent Appreciation Coffee to follow at 3pm.
 - Jun 5 Pro-D Day – No classes.
 - Jun 9 Sport Day – Early dismissal for all grades at 12:30pm +/-.
 - Jun 23 Gr.7 Grad.
 - Jun 27 Term 3 Report cards go home.
 - Jun 29 Last day of school – Early dismissal for all grades at 10:00am.
- School Banner – Missing since before Covid, needs to be replaced, can have:
 - 2023 Gr.7 Grads gift new banner to the school as a legacy project.
 - PAC pay for new banner.
 - School buys new banner.
- Spike Ball – Didn't happen this year, mix up on booking vendor, school to book for Spring 2024, \$1,800+/-.

6. Parents questions and/or comments for the Principal

- Q) Is Sports Day all day or will there be early dismissal? A) Sports Day typically runs 9:00am-12:30pm +/-, dismissal for all grades at 12:30pm +/- . Administration to update school online calendar and email info.

7. Chair's Report

- Fundraisers
 - Fun Lunch – Term 3 is open (<https://munchalunch.com/schools/Clinton/>), thank you to all the families that order hot lunches and donate to 'Buy A Friend A Lunch' program.
 - Lee's Bottle Depot – Ongoing, runs Jan 1-Jun 30 for Gr.7 Grad fundraiser. Drop off a clear bag of beverage containers at Lee's Bottle Depot (7385 Buller Ave), print a label at kiosk to tag your bag. PAC's account is the school's phone number '604.296.9009'. Depot staff do the sorting and PAC receives 100% of the refund.
 - Mables Lables – Ongoing (https://mabelslables.ca/en_CA/) select 'Clinton Elementary School PAC (Burnaby)' when you order your personalized labels online and PAC gets 20% back on every purchase.
 - Cobs Bread – Market Crossing location reopened, tell the staff that you're with 'Clinton Elementary' and they will donate 5% of your purchase to PAC.
 - Krispy Kreme – Sold 90 boxes of donuts, raised \$475. Q) Should we do it again? A) Yes! Will run through Munch-A-Lunch again, orders to go home May 19 for families to enjoy over the Victoria Day long weekend.
 - Sports Day Concession – Jun 9, see Events below.
 - White Spot – Gr.7 Grad fundraiser closed, thank you to those that ordered dinner and supported our Grads.
 - Family Photo Night – Families had lots of fun getting photos taken by Ryan of Made the Grade Photography (<https://www.madethegrade.ca/>), one family even brought their guinea pigs! Thank you families that booked a session, your photos will be amazing! The new Square tap terminal was great for processing booking fees.
 - Growing Smiles – Closed, orders arrive May 9, \$1,200 in orders, thank you everyone that ordered plants.
- Events
 - Family Potluck – May 26 (5-7pm), in the Courtyard. For this multicultural potluck families are encouraged to bring a favorite dish that represents their culture or is one your family simply enjoys.
 - ★ Volunteers needed to set up and clean up the Potluck, please email PAC if you can help.
 - PAC Annual General Meeting (AGM) – May 10 (5:30pm), in the Library + Zoom, see item 10 below.
 - Teacher & Staff Appreciation Luncheon – May 11 (11:30am-1pm), in the Gym. Catering by Columbia Street Sandwich Company and Quesada. No longer making/distributing thank you cards.
 - ★ Volunteers needed to set up and clean up the Luncheon, please email PAC if you can help.
 - Sports Day Concession – Jun 9 (8:15-12:45pm), volunteers can sign up for 45min shifts to cook hot dogs + sell items + cut freezies, will start cooking hot dogs at 11:30am+/-, Gr.7 to deliver lunches to classrooms, pre-order your child's lunch via Munch-A-Lunch.
 - ★ Volunteers needed for 45min shifts at the Concession, please email PAC if you can help.
 - Fun Lunch – NO LUNCH Fri Jun 16 because of Queen's Park Field and Family Fun Fair.
 - Welcome to Kindergarten – NEW DATE Jun 15 (12-3pm), in the gym. PAC will have table near the office.
 - ★ Volunteers needed to hand out information pamphlets, please email PAC if you can help.
 - Family Fun Fair – Jun 16, on the field. Queen's Park Field Trip (9am-1:45pm) is the same day.
 - Food – No pre-ordering this year, families can walk up to order/pay directly at food trucks.
Have booked:
 - Little oOtie's Mini Donuts (<https://littleootties.ca/>)
 - Meat2Eat Food Truck (<https://www.meet2eatcatering.com/>)
 - Mom's Grilled Cheese Truck (<https://www.facebook.com/profile.php?id=100063487543406>).
 - Wristbands – Planning presell wristbands for bounce house and lots of fun games. Gammig committee already working on games. 2021 and 2022 Grads have expressed interest in coming back to volunteer.
 - Tickets – Planning to sell tickets for cake walk, raffle, 50/50 draw, face painting by Michelle's Cheeky Face Painting (<https://www.facebook.com/MichellesCheekyFacePainting>).
 - ★ Volunteers needed to set up (3:15-4:30pm) + run stations (5-8pm) + clean up (8-8:30pm).
 - Grade 7 Grad – Jun 23, in the Gym.
 - Mrs. Wilson's & Mrs. Rudek Retirement Party – Jun 26 (3:05-4:30pm) in the Courtyard. Theme is "Afternoon Tea Party". Starbucks donating coffee.
 - Mrs. Wilson has mentioned that receiving heartfelt cards and letters from current and past students and their parents would be very meaningful to her. She has done her entire career at Clinton (1988-2023). Gift ideas for Mrs. Wilson: brooch of Clinton Thunderbird, plaque in garden.
 - Mrs. Rudek has done most of her career at Clinton (2001-2023) and all her children attended Clinton. Gift ideas for: garden planter filled with annuals, perennials and evergreen plants.
 - ★ PAC is looking for food and beverage ideas for this Tea Party. All ideas welcome, please email PAC.
 - ★ Volunteers needed to set up and clean up the Retirement Party, please email PAC if you can help.
 - ★ Volunteers needed to write newspaper article, source gifts, organize letters/cards.

8. Treasurer's Report

- Current financial statements circulated.
- Fun Lunch raised \$7,000 +/- so far this year.
- Still have Gaming Grant funds to disperse for Library and Garden projects.
- \$29,000+/- currently in accounts will be disperse by end of school year.
- 2023-24 Gaming Grant application has been submitted.
- THANK YOU to all the families for generously supporting all PAC's fundraising campaigns this year ♥

9. DPAC Rep's Report

- Monday, April 17, 2023 Budget Consultation meeting summary circulated. There is a provincial fund for school playgrounds, PAC and Principal to find out more information. Previously had 36 months to disperse Gaming Grant funds, now have 24 months, our PAC is on track with this.
- Next meeting is scheduled for Monday, May 15, 2023 (AGM).
- BCC PAC AGM May 6-7, proxy form submission deadline Apr 28 (<https://bccpac.bc.ca/index.php/events/conference-agm/registration>), PAC will submit form via email.

10. Open Discussion

- Annual General Meeting (AGM) – May 10 (5:30pm), in the Library + Zoom. Nominate yourself and/or others for PAC Executive Positions! PAC must have these executive positions filled to maintain provincial funding: President, Vice President, Treasurer, Secretary, DPAC Representative, Members-at-Large (2 - 4). New non-executive positions: Bookkeeper, Communications Coordinator, Fun Lunch Coordinator, Fundraising Coordinator, Volunteer Coordinator. You don't need to have been previously involved in the PAC to be nominated for a position. Please feel welcome to email or message us with any questions, and you are welcome to reach out to our current members if you'd like to learn more about a certain position. Please consider a position, meet new parents, and volunteer for a great reason...our kids!
- Q) Can we do the apple sale again? They were so delicious! A) The orchard does 3 harvests in the Fall. We can plan to run this fundraiser again in Fall 2023.
- Q) What are the job descriptions for the Executive and Non-Executive positions? A) PAC will be putting an AGM meeting package together and sending it out via school email to all parents.
- Q) Can we bring in a speaker to do an evening info session for parents on internet safety? A) PAC and the school can investigate hosting speakers for parent information sessions. Could consider doing these as one-off events or combining them with PAC meetings.
 - ★ PAC is looking for topics and/or speakers that you would like to see do a presentations.

11. Next PAC Meeting

- Annual General Meeting (AGM) on Wednesday, May 10, 2023 at 5:30pm in the Library
- Want to add an item to the AGM agenda? Email clintonpac.sd41@gmail.com by Monday, May 1, 2023

12. Adjournment

Motion: That the meeting be adjourned at 6:35pm. **M/S/C**

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

	30/Sep/21	31/Oct/21	30/Nov/21	31/Dec/21	31/Jan/22	28/Feb/22	31/Mar/22	30/Apr/22	YTD	Budget	Comments
MunchaLunch Revenue	10,342.48	4,361.37	1,162.32	128.52	14,089.39	5,091.21	3,360.91	10,778.37	49,314.57	-	
Munch a Lunch Annual Hosting Fee	-	336.00	-	-	-	-	-	-	336.00	-	
MunchaLunch Expense	1,404.00	2,232.93	6,722.92	2,812.56	4,802.88	5,313.01	3,131.37	4,972.49	31,392.16	-	
MunchaLunch	8,938.48	1,792.44	(5,560.60)	(2,684.04)	9,286.51	(221.80)	229.54	5,805.88	17,586.41	7,500.00	
Other Fundraisers:											
Fun Lunch Revenue	112.00	245.00	176.00	149.00	226.00	198.00	115.00	124.00	1,345.00	-	
Fun Lunch Expense	-	99.02	-	-	-	-	-	-	99.02	-	
Fun Lunch Program	112.00	145.98	176.00	149.00	226.00	198.00	115.00	124.00	1,245.98	-	
Purdys Revenue	-	-	-	-	-	891.71	-	-	891.71	-	
Purdys Expense	-	-	-	-	-	-	-	-	-	-	
Purdys	-	-	-	-	-	891.71	-	-	891.71	1,000.00	
Spirit Wear Revenue	-	-	225.99	-	-	-	-	-	225.99	-	
Spirit Wear Expense	-	-	-	-	-	-	-	-	-	-	
Spirit Wear	-	-	225.99	-	-	-	-	-	225.99	250.00	through MVP Athletic Supplies
Christmas Fundraiser Revenue	-	-	-	454.34	-	-	-	-	454.34	-	
Christmas Fundraiser Expense	-	-	-	-	-	-	-	-	-	-	
Christmas Fundraiser	-	-	-	454.34	-	-	-	-	454.34	-	Ponsetia and plant sale
Sports Day/Freezie Concession	-	-	-	-	-	-	-	-	-	-	
Sports Day/Freezie Expense	-	-	-	-	-	-	-	-	-	-	
Sports Day Concession	-	-	-	-	-	-	-	-	-	100.00	
Krispy Kreme Revenue	-	-	-	-	-	-	-	1,272.00	1,272.00	-	
Krispy Kreme Expense	-	-	-	-	-	-	-	765.00	765.00	-	
Krispy Kreme	-	-	-	-	-	-	-	507.00	507.00	-	
Freezie Sales Revenue	-	-	-	-	-	-	-	-	-	-	
Freezie Sales Expense	-	-	-	-	-	-	-	-	-	-	
Freezie Sales	-	-	-	-	-	-	-	-	-	-	
Movie Night	-	-	-	-	-	-	-	609.00	609.00	-	
Movie Night Costs	-	-	-	-	-	-	-	326.74	326.74	-	
Movie Night	-	-	-	-	-	-	-	282.26	282.26	-	
Net Other Fundraisers	112.00	145.98	401.99	603.34	226.00	1,089.71	115.00	913.26	3,607.28	1,350.00	
Grade 7 Graduation	-	-	-	-	194.60	-	800.00	-	994.60	-	
Memory Books	-	-	-	-	-	-	-	-	-	-	
Photo Night	-	-	-	-	-	-	-	275.00	275.00	200.00	
West Coast Seeds	-	-	-	-	-	-	-	216.23	216.23	300.00	
Recycling Depot	-	-	-	-	-	-	-	-	-	300.00	
Bank Interest	-	-	-	-	-	-	-	-	-	-	
Donation	-	-	-	-	-	-	-	-	-	-	
PAC operating grant	-	-	-	181.92	-	-	-	-	181.92	100.00	\$117.06 carried forward from 2021-2022 school year
Mabel's Label's Fundraiser	-	-	69.61	-	-	-	-	-	69.61	-	
Sun-Oka Fruit Fundraiser	-	-	1,358.00	-	-	-	-	-	1,358.00	-	2 Harvests
Miscellaneous Revenue	-	-	-	-	-	-	-	-	-	-	
GROSS INFLOWS	10,454.48	4,606.37	2,991.92	913.78	14,509.99	6,180.92	4,275.91	13,274.60	57,207.97		
FUNDRAISER EXPENSE OFFSETS	1,404.00	2,667.95	6,722.92	2,812.56	4,802.88	5,313.01	3,131.37	6,064.23	32,918.92		
NET	9,050.48	1,938.42	(3,731.00)	1,898.78	9,707.11	867.91	1,144.54	7,210.37	24,289.05	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	-	-	1,429.75	-	-	-	-	147.89	1,577.64	1,950.00	\$5/student for 377 students=\$1885
Field trips	-	-	315.75	-	2,136.36	249.78	-	-	2,701.89	3,900.00	\$10/student form gaming grant, plus \$10/student from PAC func
Classroom supplies	-	2,185.00	-	53.76	-	-	-	-	2,238.76	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	-	-	-	-	-	-	-	78.69	78.69	390.00	\$1/Student
Safety Supplies	-	-	-	-	-	-	-	-	-	-	
Grad 7 graduation	-	-	-	-	-	-	-	-	-	250.00	
Garden renewal	-	-	-	5.60	-	-	-	-	5.60	4,000.00	
Teacher appreciation lunch (net)	-	-	-	-	-	-	-	-	-	350.00	
Teacher farwell gifts	-	-	-	-	-	-	-	105.00	105.00	300.00	
Pancake breakfast	-	-	-	1,081.31	-	-	-	-	1,081.31	1,200.00	
Christmas Cheer	-	-	-	-	-	-	-	-	-	-	
Potluck	-	-	-	48.99	-	-	-	-	48.99	200.00	
Clinton Cares	-	-	-	-	-	-	-	-	-	100.00	
Movie Licee	-	-	-	-	-	-	-	137.80	137.80	100.00	So kids can watch fun videos in Class, upgrade to streaming licen
Administration of PAC											
BCCPAC/DPAC Fees	-	75.00	-	-	-	-	-	-	75.00	75.00	
PAC Administration Expenses	-	110.86	-	57.79	-	152.50	-	-	321.15	-	
Meeting refreshments	-	19.03	-	151.94	-	-	-	-	170.97	100.00	
Other											
Miscellaneous	-	-	-	11.77	-	-	-	-	11.77	50.00	
Total Expenses	3,889.89	1,745.50	1,411.16	2,136.36	402.28	1,144.54	469.38	10,054.57	18,915.00		
Net Cash Inflow/(Outflow)	9,050.48	(1,951.47)	(5,476.50)	3,309.94	7,570.75	465.63	1,144.54	6,740.99	14,234.48	(9,165.00)	
Opening Cash Balance	11,376.79	20,427.27	18,475.80	12,999.30	9,689.36	17,260.11	17,725.74	18,870.28	11,376.79	8,378.00	
Closing Cash Balance	20,427.27	18,475.80	12,999.30	9,689.36	17,260.11	17,725.74	18,870.28	25,611.27	25,611.27	(787.00)	

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2022-23 DPAC Report

MEETING SUMMARY

Monday, April 17, 2023

In-Person Meeting

Presentation on the follow-up of the Long-Range Facility Planning by the District Secretary-Treasurer, Russell Horswill

- There is a problem with land acquisition in Burnaby ('no land available'). There is a need for expansion considering the projective growth (approx. 700 more kids per year; 51,000 students is the expected growth attached to immigration in the next 15 years). Roberto Bombelli oversees how to use the school buildings more efficiently when more capacity is needed. The district does not have spare portables now, operating budget pays for them.
- There is no surplus from the international program, as registration has declined since the pandemic (it used to be \$ 16,000 approx.).
- Plans according to zones:
 - Edmonds Town Centre: Clinton and Edmonds school catchment adjustments (minor to align grade 7 transition, 'fuzzy boundaries'), Stride replacement project - approved and starting construction this summer.
 - Brentwood Town Centre East and Kirtchner projects are supported, second in place, and will take three years.
 - Kingsway West: Maywood: pursue seismic / building envelope / expansion project – looking to investigate future development: recreation facility, replacement school (third project with Edmonds).
 - Cariboo Lougheed: Cameron expansion (project supported).
 - Central West Zone: Burnaby Central expansion, Moscrop expansion / Seismic.
- The new buildings will have cores with gym, office, staff room, library, music room, built for a larger population.
- Burnaby has completed almost all the seismic projects, and plans to build 16 portables in the upcoming years. The bulk of the funding comes from the Ministry of Education.

Presentation on DPAC Updates by PDAC Chair Ashley Sandquist

- Gaming: Application is open. They reduced to 24 months the term for PACs to spend the money, effective September 2023. DPAC recommends trying to spend half of it. PAC can send an email asking for clarifications about specific projects. BCCPAC fees cannot be paid with the gaming account. Secondary schools: this will be the last year to use the money for a bursary or a scholarship.
- As part of the BCC PAC we can voice our requests to the provincial government in the upcoming Conference and AGM, May 5th to 7th. PACs can send a proxy to DPAC exec so they can vote on behalf of them. Resolutions go to the provincial government.

Show & Tell

- Burnaby South: Learning Together Series for secondary schools (April 24th).
- Burnaby North: 'We Believe in You' scholarship (\$750) based on personal stories and resilience, not GPA.
- Some schools are fundraising using platforms like Ruffle Nexus, Ruffle Box (Capitol Hill), the administrator needs to sign the contract.
- There is a provincial fund for school playgrounds, and the principal needs to talk to the facility people in the government.
- Seaforth's 100 Anniversary Year Carnival on June 16th.

Next meeting will be an AGM on May 15th, 6:00pm.