

Clinton Elementary School Parent Advisory Council

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



2023-24 PAC Meeting

Friday, January 26, 2024 at 9:05am in the Library

MINUTES

1. Call to Order

- 9:05am.

2. Welcome and Introductions

- 11 attendees.

3. Adopt Agenda

- Agenda circulated.

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

4. Approve Minutes

- Friday, December 1, 2023 PAC meeting minutes circulated.

Motion: That the minutes for the December 1, 2023 PAC meeting be approved as circulated. **M/S/C**

5. Principal Report

- 367 students.
- 5 new students last week, 6 new students next week.
- Mr. Winterlik has come from Lakeview. He has been stopping by classrooms to get to know students and staff. Mrs. Lee (Secretary) and Mr. Dosanjh (Head Teacher) have answered 100's of his questions. Is excited to join Clinton.
- Basketball season is on now.
- Literacy Week was a great success, thank you PAC for donating all the great prizes.
- School closure due to snow days have impacted Skating field trips, is working on rescheduling, information to come.
- Unplanned Fire Drill at lunch earlier this week, students and staff did a great job.
- Jan 29 Planned Fire Drill scheduled.
- Feb 12-15 Planned Earthquake Drill, Hold & Secure Drill (for threat outside the school), Lock Down Drill (for threat inside the school) happening this week. Information to come.
- Feb 20 Young Actors performances for Gr.4-7.
- Mar 11-14 Primary Days of Music for Gr.2-3.
- Public Speaking Competition coming up for Gr.6-7, information to come.

6. Parent questions and/or comment for the Principal

- Q1) Will Hip Hop dance lessons be rescheduled? A1) Yes, working with vendor to book new dates, information to come.
- Q2) Was Skating field trips to include skating lessons? A2) Yes, unfortunately Burnaby Parks & Rec are short staffed. School will have to plan for this in the future, staff shortages are now a trend.
- Q3) Can parents volunteer to be skating instructors? A3) No, but parents are welcome to come as support.
- Q4) How will staff handle students with extra anxiety when doing Lock Down Drill? A4) Teachers will explain procedures in advance to help students understand all the drills.
- Q5) Parents have noticed a young man hanging around before and after school. Is administration aware of him? A5) Yes, school is aware and in process of getting more information. "Safe & Caring Schools" rep has been asked to help out.
- Q6) Will Spike Ball be happening in the Spring? A6) Yes, will confirm dates. School and PAC will be splitting the cost.

7. Chair Report

- Pancake Breakfast & Mr. Bortolussi Retirement recap – Pancake caterers were great. Suggest booking them next year. Ask for no individual butter packs and less syrup. Superstore President's Choice gluten free + eggless waffles were great. Suggest buying them next year. Set up and clean up went well. Lots of complements from staff on decorations. Thank you to all the parents that helped decorate the gym the night before! Suggest having dedicated clean up crew. Day custodian happy with clean up on Thu Dec 21. Made his job on Mon Jan 8 so much easier. Thank you to all the parents that helped clean the Gym and Gym Kitchen after breakfast! Retirement Celebration was fantastic. Lots of excitement in the gym. Thank you to all the parents that sourced all the different components of Mr. Bortolussi's retirement gift.
- Munch-A-Lunch – Buy-A-Friend-A-Lunch program ended. Feeding Futures program started. Munch-A-Lunch is PAC's biggest fundraiser. Will be running two lunches every week on Mon and Fri. Always looking for new restaurants to add, email your suggestions and recommendations to PAC (clintonpac.sd41@gmail.com).

- Events
 - Literacy Week – Jan 22-26. PAC provided 19 prizes bags for daily draws.
 - Family Literacy Day – Sat Jan 27. PAC provided 5 White Spot coupons and 6 Landmark Cinemas gift certificates for photo contest, all were donated.
 - Family Move Night – Fri Feb 23 (6-8pm) Gym. Gym booked from 4-9pm. Sound system has been repaired. All children must be accompanied by an adult, no drop offs, no exceptions. Will need volunteers for cash concession and clean up.
 - Spring Break Kickoff – Fri Mar 15 (1-3pm) Gym. School to stream movie in the Gym after lunch. Considering St. Patrick's Day themed movie like 'Luck'. Staff and students will be encouraged to wear green. PAC to provide drinks and snacks. Prepaid Krispy Kreme Doughnuts orders to go home with students, will have extra for cash/tap sales after school. Might not do Krispy Kreme Doughnuts fundraiser if doing Library Furniture fundraiser.
 - Red Cross "Stay Home at Home" – Mon Apr 29 (9am-3pm) on Pro-D Day. Looking into booking Red Cross Stay Safe course. Is for ages 9-13 / Gr. 4-5. Is a 6 hour in-person course. Will need to register minimum 12 students, maximum 30 students. Will be done at school in Gym or Library depending on available space. Might consider including lunch with registration fee. Might consider opening registration to Glenwood students.
 - Staff Appreciation Lunch – Tue May 7 (12-1pm) Gym. Looking for caterer, email your suggestions and recommendations to PAC (clintonpac.sd41@gmail.com). Will need volunteers to set up/clean up. Event might need to be rescheduled.
 - PAC AGM – Wed May 15 (6-7pm) Library. A few Executive members will be reaching their third term and stepping down. Looking for parents to fill these rolls: Chair, Co-Vice Chair, Secretary. All parents and caregivers of students enrolled at Clinton are eligible for Executive positions. Interested parents and caregivers can email PAC (clintonpac.sd41@gmail.com) or talk to any of the current Executive members or message PAC on Facebook (<https://www.facebook.com/groups/clintonpac.sd41/>). We do need a PAC Executive to be eligible to apply for annual \$7,000 +/- Gaming grant.
 - Welcome To Kindergarten – Thu Jun 6 (12-3pm).
 - Sports Day + Concession – Fri Jun 14 (9am-12:30pm). Will be doing hot dogs through Munch-A-Lunch, planning to offer all beef dogs and veggie dogs. If we do doughnut fundraiser, prepaid Krispy Kreme Doughnuts orders to go home with students, will have extra for cash/tap sales. Will also be doing freezies at recess for all students.
 - Grade 7 Grad – Fri Jun 21 (9am-3pm) Gym. Any parents and caregivers of Gr.7 students interested in helping can email the Grad Committee (clintongrad2024@gmail.com).
 - Year End Tea Party – Mon Jun 24 (3-4:30pm) Courtyard. Will be dessert potluck like last year. All staff to be invited.
 - Last Day of School – Thu Jun 27.
 - Got an idea for a community event? PAC welcomes all ideas. Email your suggestions and recommendations to PAC (clintonpac.sd41@gmail.com).

8. Library Project

- Submitted Variety Schools Grants application, waiting to hear back from Variety. Variety pledge \$10,000 in matched funding. Application is for mobile bookcases, seating, and tables. Estimated cost is \$21,000. PAC has \$7,500 from past fundraisers. Will need to fundraise remaining \$3,500. Will be launching 'cash ask' style fundraiser once PAC has heard back from Variety. Goal is to get this part of Library Refresh Project complete by end of Jun.

9. Fundraising Report

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| <ul style="list-style-type: none"> - Ongoing <ul style="list-style-type: none"> - Munch-A-Lunch - Cobs Bread - Lee's Bottle Depot - Mable's Labels - FundScrip (\$150) | <ul style="list-style-type: none"> - Term 1 Closed <ul style="list-style-type: none"> - Spirit Wear (\$233) - Sun Oka Apples #1 (\$840) - Sun Oka Apples #2 (\$590) - Purdys Chocolates #1 (\$640) | <ul style="list-style-type: none"> - Term 2 Ideas <ul style="list-style-type: none"> - Doughnuts? - Library Furniture Cash Ask? - Term 3 Scheduled <ul style="list-style-type: none"> - Sports Day + Doughnuts (Jun 14) |
|--|---|--|
- FundScrip – Raise \$150, thank you everyone for participating! This is now an ongoing fundraiser, order gift cards anytime.
 - Sun Oka Apples – Raise \$1,430, thank you everyone for participating! Funds raised going towards Teacher's Wish Lists.
 - Purdys Chocolates – Not doing this Spring/Easter, Easter is during Spring Break so delivery logistics would be challenging.
 - Neufeld Farms – Not doing this school year, has a high minimum order, frozen food delivery logistics would be challenging.

10. Treasurer Report

- Current financial summary circulated.
- Gaming Grant – Grant was denied. Appeal filed, waiting to hear back from Gaming. Mr. Bortolussi allocated \$7,000 to supplement Field Trip expenses, is approximately \$17 per student.
- Buy-A-Friend-A-Lunch – Program has ended. Funds raised will be going towards Pancake Breakfast.

11. DPAC

- Next meeting scheduled for Tue Feb 20 (7-9pm) Burnaby Central Secondary School.

12. Next PAC Meeting

- Fri Feb 9 (9:05am) Library.

13. Adjournment

Motion: That the meeting be adjourned at 10:15am. **M/S/C**

CLINTON PAC - GENERAL
 STATEMENT OF INFLOWS/OUTFLOWS
 September 1, 2023 -- August 31, 2024

	30/Sep/21	31/Oct/21	30/Nov/21	31/Dec/21	31/Jan/22	YTD	Budget
MunchaLunch Revenue	13,706.75	5,977.46	1,874.76	1,428.57	-	22,987.54	-
Munch a Lunch Annual Hosting Fee	-	336.00	-	-	-	336.00	-
MunchaLunch Expense	1,821.94	5,262.70	5,367.66	5,950.48	2,415.57	20,818.35	-
MunchaLunch	11,884.81	378.76	(3,492.90)	(4,521.91)	- 2,415.57	1,833.19	9,000.00
Other Fundraisers:							
Fun Lunch Revenue	71.00	163.00	128.00	-	-	362.00	-
Fun Lunch Expense	-	-	-	-	-	-	-
Fun Lunch Program	71.00	163.00	128.00	-	-	362.00	-
Purdys Revenue	-	-	-	-	693.40	693.40	-
Purdys Expense	-	-	-	-	-	-	-
Purdys	-	-	-	-	693.40	693.40	900.00
Spirit Wear Revenue	-	233.16	-	-	-	233.16	-
Spirit Wear Expense	-	25.21	-	-	-	25.21	-
Spirit Wear	-	207.95	-	-	-	207.95	250.00
Krispy Kreme Revenue	-	-	-	-	-	-	-
Krispy Kreme Expenses	-	-	-	-	-	-	-
Krispy Kreme	-	-	-	-	-	-	650.00
Movie Night Revenue	-	-	-	530.85	-	530.85	-
Movie Night Expenses	-	-	-	-	-	-	-
Movie Night	-	-	-	530.85	-	530.85	275.00
Net Other Fundraisers	71.00	370.95	128.00	530.85	693.40	1,794.20	2,075.00
Grade 7 Graduation	-	-	-	-	-	-	-
Memory Books	-	-	-	-	-	-	-
Photo Night	-	-	-	-	-	-	-
West Coast Seeds	-	-	-	-	-	-	-
Recycling Depot	-	-	-	-	-	-	200.00
Bank Interest	-	-	-	-	-	-	-
Donation	-	-	-	-	-	-	-
PAC operating grant	-	-	-	179.54	-	179.54	180.00
Mabel's Label's Fundraiser	-	-	-	-	57.86	57.86	60.00
Sun-Oka Fruit Fundraiser	-	-	-	846.00	590.00	1,436.00	1,500.00
Miscellaneous Revenue	-	-	-	-	-	-	-
GROSS INFLOWS	13,777.75	6,373.62	2,002.76	2,984.96	1,341.26	26,480.35	
FUNDRAISER EXPENSE OFFSETS	1,821.94	5,623.91	5,367.66	5,950.48	2,415.57	21,179.56	
NET	11,955.81	749.71	(3,364.90)	2,965.52	- 1,074.31	5,300.79	13,015.00
Other Outflows:							
Technology							
Library Books	-	-	600.00	-	-	600.00	600.00
Library Renovations	-	-	-	-	-	-	2,500.00
Computers, software and accessories	-	-	-	-	-	-	-
Recreation and Clubs							
Gym & outdoor sports equipment	-	-	600.00	-	-	600.00	600.00
Playground Equipment	-	-	-	-	-	-	-
Sports Training	-	-	-	-	-	-	2,000.00
Academic Assistance							
Cultural Enrichment	-	-	-	-	-	-	-
Field trips	-	-	-	-	-	-	5,400.00
Classroom supplies	-	-	2,300.00	-	-	2,300.00	2,250.00
Planners	-	-	-	-	-	-	-
Fine Arts							
Musical Supplies	-	-	600.00	-	-	600.00	600.00
Community, Social & Safety							
Emergency supplies	-	-	-	-	-	-	360.00
Safety Supplies	-	-	-	-	-	-	-
Grad 7 graduation	-	-	-	-	-	-	250.00
Garden upkeep	-	-	-	-	1,443.96	1,443.96	4,000.00
Teacher appreciation lunch (net)	-	-	-	-	-	-	450.00
Teacher farwell gifts	-	-	-	114.16	-	114.16	300.00
Teacher wishlist	-	-	-	109.06	-	109.06	200.00
Pancake breakfast	-	-	-	1,753.50	535.00	1,218.50	-
Potluck	-	-	-	-	-	-	200.00
Clinton Cares	-	-	-	-	-	-	100.00
Movie Licece	-	-	144.37	-	-	144.37	150.00
Spirit Days/Fun Events	286.02	-	-	-	-	-	2,000.00
Panarama Photo	-	-	-	-	-	-	200.00
Administration of PAC							
BCCPAC/DPAC Fees	-	-	-	-	-	-	-
PAC Administration Expenses	-	-	-	-	240.68	240.68	800.00
Meeting refreshments	-	-	-	-	-	-	200.00
Other							
Miscellaneous	-	-	-	-	-	-	50.00
Total Expenses	286.02	-	4,244.37	1,976.72	1,149.64	7,370.73	23,210.00
Net Cash Inflow/(Outflow)	11,669.79	749.71	(7,609.27)	4,942.24	- 2,223.95	(2,069.94)	(10,195.00)
Opening Cash Balance	16,037.84	27,707.63	28,457.34	20,848.07	15,905.83	16,037.84	16,037.84
Closing Cash Balance	27,707.63	28,457.34	20,848.07	15,905.83	13,681.88	13,967.90	5,842.84

CLINTON PAC - GAMING
STATEMENT OF INFLOWS/OUTFLOWS
September 1, 2023 - August 31, 2024

	30/Sep/22	31/Oct/22	30/Nov/22	31/Dec/22	31/Jan/23	28/Feb/23	31/Mar/23	30/Apr/23	31/May/23	30/Jun/23	31/Aug/23	YTD	Budget	Fav/(Unfav)	Variance	Comment
Grant	-	-	-	-	-	-	-	-	-	-	-	-	7,200.00	-	-	7,200.00
Bank Interest	-	-	-	-	-	-	-	-	-	-	-	-	1,464.59	-	-	1,464.59
GROSS INFLOWS	-	-	-	-	-	-	-	-	-	-	-	-	8,664.59	-	-	8,664.59

	30/Sep/22	31/Oct/22	30/Nov/22	31/Dec/22	31/Jan/23	28/Feb/23	31/Mar/23	30/Apr/23	31/May/23	30/Jun/23	31/Aug/23	YTD	Budget	Fav/(Unfav)	Variance	Comment
Field trips/Educational Group Activities:																
Concrete Picnic table (partial payment)					1,460.00							1,460.00	1,400.00	-	-	1,460.00
Invoice #42328, Sanderson Concrete																
Paid to SD41																75.00
Total Expenses					1,460.00							1,460.00	1,475.00	-	-	15.00
Net Cash Inflow/(Outflow)					1,460.00							1,460.00	7,189.59	-	-	8,649.59

Opening Cash Balance	1,464.59	1,464.59	1,464.59	1,464.59	1,464.59	4.59	4.59	4.59	4.59	4.59	4.59	1,464.59	1,464.59	-	-	1,464.59
Closing Cash Balance	1,464.59	1,464.59	1,464.59	1,464.59	1,464.59	4.59	4.59	4.59	4.59	4.59	4.59	1,464.59	1,464.59	-	-	1,464.59