



AGENDA

Laurier Elementary School PAC Meeting

November 17, 2020 – 6:30pm

([Zoom link](#) email laurier.pac@gmail.com for passcode)

1. Welcome, Land Acknowledgement and Introductions “I would like to acknowledge that we are gathered on the traditional, ancestral and unceded territory of the Coast Salish peoples– Sk̓wx̓wú7mesh (Squamish), Stó:lō and Səlilwətaʔ/Selilwitulh (TseilWaututh) and xʷməθkʷəy̓əm (Musqueam) Nations.”	2 mins	Anita Parkinson
2. Approval of agenda	2 mins	Bill Martin
3. Approval of last meeting’s minutes (Oct 2020)	2 mins	Bill Martin
4. Principal’s Report	10 mins	Armin Samiei
5. Treasurer’s Report	5 mins	Anita Parkinson
6. Programs and events: <ul style="list-style-type: none"> ● Hot lunch refunds ● Soar T-shirts ● Earthbites ● Friendship List ● Parent Education event 	15 mins	Bill Martin Anita Parkinson David Shih
7. Fundraising: <ul style="list-style-type: none"> ● Purdy’s ● Soar Shirts ● Direct Appeal ● Raffle 	10 mins	Bill Martin David Shih
8. Other business: <ul style="list-style-type: none"> ● Updates, etc. 		

*** Next meeting: Tuesday January 19, 2021 @ 6:30pm ***

Zoom link will be sent via email

DPAC parent workshops and resources

The Vancouver District Parent Advisory Committee (DPAC) shares resources with PACs to pass on to parents. The DPAC suggests sharing the following info - please click the links in the PDF in your browser to open the related sites.

Some free upcoming parent workshops through VSB, VCH and Kelty Mental Health

- **Nov 16, 19, 23rd – Challenges with School attendance webinar series**

Getting to school or managing a whole day at school can be really hard for some children and teens, and it can be challenging for parents and caregivers to know how best to move forward. In this 2-part webinar series, our team of experts will talk about anxiety and related challenges that can be a barrier to attending school, as well as practical strategies to help things go more smoothly. These webinars are relevant whether your child is not getting to school at all or sometimes struggling to make it through the whole day. [More information](#)

- **Wednesday, November 18th, 10AM – [A Focus On Adolescence Workshop](#)**

This interactive workshop for parents and caregivers is dedicated to learning how to promote HEART-MIND WELL-BEING in adolescents.

- **Wednesday, November 25th, 12:30PM – [Supporting Children and Youth with ADHD During Covid-19: Challenges and Tips](#)**

Raising a child with ADHD is challenging. With the disrupted routines and uncertainty of COVID-19, these challenges may be intensifying.

[In case you missed it, some of DPAC's previous presentations:](#)

Oct 15 - [Parents as Career and Education coaches](#)

Oct 22 - [DPAC General Meeting with presentations of supporting your child's mental health](#)

Treasurers Report for November 17, 2020 PAC Meeting Sir Wilfrid Laurier Elementary PAC

<u>Sir Wilfrid Laurier Elementary PAC</u>			Report Date: 10/31/2020								
<u>Budget & Monthly Financial Report for 2020-2021</u>											
	Actual to Aug 31, 2020	Budget 2020-2021	2020-2021 Actual						Actual		Remarks
	2019-20	2020-21	General	Fundraising	School Held	Float	Subtotal	Gaming	2020-21	Variance	
Opening Balances	\$14,098.19	\$17,910.71	\$12,696.45	\$120.94	\$1,413.19	\$0.00	\$14,230.58	\$3,660.13	\$17,890.71	-\$20.00	
Income:											
Direct Appeal	\$695.00		\$0.00		\$2,366.00		\$2,366.00		\$2,366.00	\$2,366.00	Donated Hot lunch Credits
Online Donation	\$2,803.77	\$1,500.00			\$200.00		\$200.00		\$200.00	-\$1,300.00	
Hot Lunch - Net Profit	\$10,426.08		\$0.00				\$0.00		\$0.00	\$0.00	
BC Gaming (\$20/student)	\$5,880.00	\$5,880.00					\$0.00	\$6,160.00	\$6,160.00	\$280.00	
Bank Interest	\$674.38	\$400.00	\$43.40	\$0.17			\$43.57	\$7.76	\$51.33	-\$348.67	
Fundraising - Purdy's (Net Profit)	\$1,022.30	\$800.00	\$0.00				\$0.00		\$0.00	-\$800.00	
Fundraising - Movie Nights (Net Profit)	\$516.84		\$0.00				\$0.00		\$0.00	\$0.00	
Fundraising - Fresh to You (Net Profit)	\$739.00		\$0.00				\$0.00		\$0.00	\$0.00	
Fundraising - Craft Fair (Net Profit)	\$211.50		\$0.00				\$0.00		\$0.00	\$0.00	
Fundraising (Door donations, others)	\$0.00	\$500.00	\$0.00				\$0.00		\$0.00	-\$500.00	
Violin Program (Gross Rev)	\$0.00		\$0.00				\$0.00		\$0.00	\$0.00	
T-shirts (Net Profit)	\$1,055.00	\$200.00	\$335.00				\$335.00		\$335.00	\$135.00	Orange t-shirt sales
Income Sub-Total:	\$24,023.87	\$9,280.00	\$378.40	\$0.17	\$2,566.00	\$0.00	\$2,944.57	\$6,167.76	\$9,112.33	-\$167.67	
Expenditure:											
PAC Admin: DPAC Membership	\$0.00		\$0.00				\$0.00		\$0.00	\$0.00	
PAC Admin: Munch-A-Lunch Service Fee	\$336.00	\$336.00	\$0.00				\$0.00		\$0.00	-\$336.00	
PAC Admin: Babysitting for PAC Mtg (\$20/mtg)	\$100.00	\$140.00	\$0.00				\$0.00		\$0.00	-\$140.00	
PAC Admin: Office Supplies & Banking Costs	\$0.00	\$50.00	\$180.07				\$180.07		\$180.07	\$130.07	Purchased cheques from BMO
PAC Admin: Float (for Hot Lunch Sales)	\$0.00		\$0.00				\$0.00		\$0.00	\$0.00	
Parent Directory (Munch-A-Lunch)	\$0.00		\$0.00				\$0.00		\$0.00	\$0.00	
Churchill Scholarship (2 students x \$200ea)	\$400.00	\$400.00	\$0.00				\$0.00		\$0.00	-\$400.00	
Classroom Funding (\$300/FTE; 18.8 FTE)	\$5,280.00	\$5,580.00	\$1,740.00		\$3,900.00		\$5,640.00		\$5,640.00	\$80.00	18.8 FTE's
Extracurricular Activities: Earthbites	\$10,000.00	\$9,000.00	\$0.00				\$0.00	\$3,225.00	\$3,225.00	-\$5,775.00	2nd installment Jan 1, 2020
Author Visits	\$0.00		\$0.00				\$0.00		\$0.00	\$0.00	
Staff Appreciation	\$800.00	\$800.00	\$0.00				\$0.00		\$0.00	-\$800.00	
Grade 7 Grad Class Celebration (Flat contribution)	\$636.35	\$800.00	\$0.00				\$0.00		\$0.00	-\$800.00	
Community Events	\$0.00	\$500.00	\$0.00				\$0.00		\$0.00	-\$500.00	
Community Events: Annual Movie License	\$399.00		\$0.00				\$0.00		\$0.00	\$0.00	
Parent & Student Outreach: SOLOS, Saleema Noon, etc.	\$945.00	\$500.00	\$0.00				\$0.00		\$0.00	-\$500.00	
Food safety certification	\$0.00	\$0.00	\$0.00				\$0.00		\$0.00	\$0.00	
Violin Program - Cost of Lessons/Books	\$0.00		\$0.00				\$0.00		\$0.00	\$0.00	
Teacher / School Requests	\$0.00		\$0.00				\$0.00		\$0.00	\$0.00	
New Capital Purchase	\$1,315.00		\$0.00				\$0.00		\$0.00	\$0.00	
Community Fund (NEW)	\$0.00		\$0.00				\$0.00		\$0.00	\$0.00	
Expenditure Sub-Total:	\$20,211.35	\$18,106.00	\$1,920.07	\$0.00	\$3,900.00	\$0.00	\$5,820.07	\$3,225.00	\$9,045.07	-\$9,060.93	
Net (Income - Expenditure):	\$3,812.52	-\$8,826.00	-\$1,541.67	\$0.17	-\$1,334.00	\$0.00	-\$2,875.50	\$2,942.76	\$67.26	\$8,893.26	
Forecast Balance	\$17,910.71	\$9,084.71	\$11,154.78	\$121.11	\$79.19	\$0.00	\$11,355.08	\$6,602.89	\$17,957.97	\$2,111.39	
Propose fund transfer	\$0.00	\$0.00					\$0.00	\$0.00	\$0.00	\$0.00	
Forecast Balance After Fund Transfers	\$17,910.71	\$9,084.71	\$11,154.78	\$121.11	\$79.19	\$0.00	\$11,355.08	\$6,602.89	\$17,957.97	\$2,111.39	
Accruals:											
Hot lunch vendor cost accruals	\$0.00						\$0.00		\$0.00		
Outstanding cheques	\$19,071.95		\$10,553.90		\$0.00		\$10,553.90		\$10,553.90		Hot lunch credits
Proposed fund transfer outstanding	\$0.00		\$0.00	\$0.00			\$0.00		\$0.00		
Adjusted balance	\$36,982.66		\$21,708.68	\$121.11	\$79.19	\$0.00	\$21,908.98	\$6,602.89	\$28,511.87		
Bank balance	\$38,297.66		\$21,708.68	\$121.11	\$79.19	\$0.00	\$21,908.98	\$6,602.89	\$28,511.87		
Difference	-\$1,315.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		

The presented financials have three sections.

- The first column of number is the actual values from last year. This is now updated to show the mural cost of \$1315.
- The second column of numbers is the budget for this year.
- The third section is the actuals for this year to October 31, 2020. The different columns represent the different accounts that the money is held/collected in. General is our main bank account, Fundraising is not currently in use. School Held is the account held by the school and contains donations for which the VSB has issued tax receipts. Gaming is the account that the BC Gaming Grant goes into.

- Direct Appeal: \$2,366 was donated by families converting their hot lunch credits to donations THANK YOU!
- The value of “outstanding cheques” has dropped from \$18,750.10 to \$10,553 as a result of the hot lunch credits that were refunded or donated.
- Classroom funding \$5,640 was paid from the General and School Held accounts. Actual staff full time equivalent (FTE) was 18.8, slightly higher than 18.6 budgeted.
- Online donation of \$200 THANK YOU
- Gaming Grant of \$6,160 was received, slightly higher than budgeted
- The first payment to Earthbites was made \$3,225. The remainder is due Jan 1, 2021

At this point I am making the following motion to increase the PAC Admin line item to cover the new cheques as well as changes to the website and other office related expenses.

Motion to increase the line item PAC Admin: Office supplies and banking costs from \$50 to \$500 to cover the cost of the cheques and the website and other supplies.