

**Prince Charles Elementary
Parental Advisory Committee Meeting**

Virtual on Zoom
January 17, 2022

IN ATTENDANCE: Michelle Bastien, Sarah Ferraro, Shannon Rose, Saranna Greveling, Shannon Patterson, Katie Toth, Jenn de Vries, Rupi Rajwan, Sophia Prachnau

REGRETS: Jen Pratap, Brittney Wallace

QUORUM: Quorum has been met (minimum of 5 voting members; 3 Executive and 2 other than the Executive).

1. CALL TO ORDER

Michelle Bastien, Chair, called the meeting to order at 6:31pm.

2. PRINCIPAL'S REPORT

Brittney Wallace was unable to attend the meeting therefore, there was no principal's report.

3. REVIEW AND APPROVAL OF DECEMBER MINUTES

Michelle Bastien reviewed the minutes from December 6, 2021. Michelle Bastien motioned to approve the minutes from December 6, 2021 as written. The motion was seconded by Sarah Ferraro. The motion passed without opposition.

4. OLD BUSINESS FROM LAST MEETING

- a. Class parents are still needed for Mr. Eberding/Mrs. Dueck, Mrs. Wall and Mrs. Crozier's classes. If you are interested in being the class parent, please reach out to the PAC executive via email.

5. PRESIDENT'S REPORT

Please see attached report.

6. GRADE 5 COMMITTEE REPORT

A bottle drive fundraiser has begun! If you have any bottles to donate, you can drop them off at any Return-It Depot in Abbotsford and use the number 604-850-7897.

A suggestion has been brought forward to hold a 50/50 raffle. The executive is currently looking into the BC Gaming rules for this and will report back at our next general meeting.

7. FUNDRAISING REPORT

Michelle Bastien presented a fundraising report. Stay tuned for a fundraising opportunity so PC can get a second water refill station.

8. FINANCIAL REPORT

Please see attached report.

9. DPAC REPORT

Please join us for our next meeting on January 27th at 7pm on Zoom. Our special guests will be Assistant Superintendent, Nathan Ngieng and Trustee Phil Anderson.

10. OPEN FLOOR

A question was asked about what class parents are to report on. The answer is there is nothing to report on from this meeting, however class parents would usually report on upcoming hot lunch dates and order cut-off dates, fundraisers, events, etc.

11. OTHER BUSINESS

Next PAC meeting is Monday, February 28th at 6:30pm on Zoom.

12. ADJOURNMENT

Michelle Bastien, Chair, adjourned the meeting at 6:52pm.



Prince Charles Elementary PAC

35410 McKee, Abbotsford, BC V3G 3B1 • princecharlesabbypac@gmail.com

Chair Report: January 17, 2022

Due to the current events in our community our PAC Executive have had to make some tough choices about our calendar for Term 2. We will reevaluate in February our plans for Term 3.

Hot Lunch/Popcorn Days on hold for Term 2

Valentine's Dance – canceled

Book Fair Moved to the week of April 25th in hopes that we can still hold an in person fair.

The Fruit & Veggie program has been postponed until February 28th.

We are still looking for a DPAC Rep if anyone would be interested. Meetings happen the 4th Thursday of the month via Zoom.

We would really love to have some new parents help with the Drive Thru Drop off and Pick up System we have in place. You do not have to commit to certain days. We will work around what time you are available to help.

BCCPAC is holding a Webinar on February 11th at 7pm on Understanding PACs from A-Z and Why they are Important for Families. This is a free event and anyone is welcome to attend if this is something that interests them, the link to the event will be posted on the PAC facebook page. You need to register for the event.

After receiving some advice from the BCCPAC we are currently looking into dissolving our Society. We are looking for some legal advice. If anyone in our school community is a lawyer or knows someone in the legal profession that might be able to advise us on this journey please reach out to the PAC executive via email.

Thanks,

Michelle Bastien
PC PAC Chair

**Prince Charles Elementary
Parental Advisory Council Meeting
Treasurer's Report
January 17, 2022**

The following report covers the period of December 1st to December 31st, 2021.

BANK BALANCE

The bank balances at December 31st, 2021 are as follows:

General account	\$11,669.75
Gaming account	<u>12,360.99</u>
Total	\$24,030.74

HOT LUNCH

December had two hot lunches and both were from Boston Pizza. The first lunch on December 10th netted a profit of \$834.59. Our second lunch was on December 16th and this was the rescheduled date from November 19th. This lunch netted a profit of \$938.84. This brings our Fall term profits to \$2,939.13; \$2,232.00 after deducting fees (credit card fees of \$288.63; transaction fees of \$80.10; stripe transfer fees of \$2.40; subscription fee of \$336.00). This represents an increase of \$354.18 over our budgeted amount of \$1,877.82.

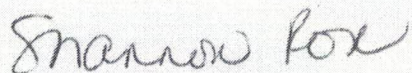
POPCORN DAY

Our first popcorn day of the school year was held on December 17th. Popcorn day profited \$294.97 (gross sales of \$390.00 and a cost of \$95.03).

Gross sales from the December 17th popcorn day have been donated to Kindness Krew.

Our hot lunch and popcorn dates for term 2 have been cancelled as we navigate our way through this next wave of Covid. Term 3 hot lunch and popcorn dates will be announced mid March.

Respectfully submitted,



Shannon Rose
Treasurer

Prince Charles Elementary School PAC
Balance Sheet As at 2021-12-31

ASSET**Current Assets**

Bank - General Account	9,882.96	
Bank - Gaming Account	12,360.99	
Undeposited Funds	1,786.79	
Total Cash		24,030.74
Prepaid Expenses		10.00
Total Current Assets		24,040.74

Inventory

Candy Bags		28.68
Juice Boxes		32.38
Popcorn Supplies		46.86
Water		56.54
Total Inventory		164.46

TOTAL ASSET 24,205.20

LIABILITY**Current Liabilities**

Deferred Revenue - Hot Lunch		21.50
Total Current Liabilities		21.50

TOTAL LIABILITY 21.50

EQUITY**Surplus**

Net Surplus - Previous Year		19,446.63
Current Surplus		4,737.07
Total Surplus		24,183.70

TOTAL EQUITY 24,183.70

LIABILITIES AND EQUITY 24,205.20

**Prince Charles Elementary School PAC
Income Statement 2021-07-01 to 2021-12-31**

REVENUE

Revenue		
Community Fundraising Programs		129.07
Coupon Books		1,062.69
Gaming Funds		6,180.00
Hot Lunch - Juice	653.00	
Hot Lunch - Meals (Third Party)	7,386.12	
Total Hot Lunch		8,039.12
Purdy's		1,498.77
Scholastic Book Fair		5,584.10
Total Revenue		22,493.75

TOTAL REVENUE 22,493.75

EXPENSE

Expenses		
Bank Charges	120.63	
Total Bank Charges		120.63
Books		445.80
BCCPAC		75.00
Emergency Preparedness		49.82
Fruit and Veggie Program		67.15
Gaming - Field Trips	921.25	
Total Gaming Funding		921.25
Grade Five Farewell		1,443.57
Hot Lunch - Credits	-1.00	
Hot Lunch - Fees (Credit Card)	288.63	
Hot Lunch - Fees (Transaction)	80.10	
Hot Lunch - Fees (Stripe Transf...	2.40	
Hot Lunch - Juice	255.44	
Hot Lunch - Meals (Third Party)	4,839.95	
Hot Lunch - Subscription Fees	336.00	
Total Hot Lunch		5,801.52
Kindness Crew		-159.00
Learning Commons		201.13
PAC Meetings		348.24
Popcorn Days		95.03
Books - Teachers	3,123.89	
Scholastic Merchandise	2,461.11	
Total Scholastic Book Fair		5,585.00
Sports Teams		101.43
Staff Appreciation Lunch -Christ..	624.02	
Staff Birthdays	150.00	
Staff Funding	1,560.24	
Staff Gifts	22.39	
Staff Welcome Back	107.60	
World Teacher's Day	126.16	
Total Staff Events		2,590.41
Supplies - PAC Kitchen	69.70	
Total Supplies		69.70
Total Expenses		17,756.68

TOTAL EXPENSE 17,756.68

NET INCOME 4,737.07