

Seaforth Parent Advisory Council

Sept 2021 General Meeting Minutes

Date, Time & Location:	Sept 22, 2021, 7-8pm, Zoom virtual meeting		
Attendees:	<ul style="list-style-type: none"> • Shilip Shah • Shairoz Merani • Evan CG • Connie Hobbis • Brea Sami • Rui Chen • Sze Wing Chan 	<ul style="list-style-type: none"> • Sheena Vail • Irene Libby • Tricia Donald • Shemina Patni • Stella • Heather Szabo • Marian Change 	<ul style="list-style-type: none"> • Al Abdulla • Alison Culvier • Charlene Black • Raman Kullar • Alina Gherman • Carolina Salazar

Meeting called to order at 7:10 pm

Item #	Topic	Discussion	Action Required	Lead
1	<u>Report Updates</u>			
1a	Welcome to School Year and New Families	<ul style="list-style-type: none"> • Welcome to School year and to new families • Excited to share programs this year 		
1b	Principal's Welcome Note	<ul style="list-style-type: none"> • Shairoz: • Welcome to an exciting year - hope this will be the best one yet • 444 students (enrollment down a little) • Some staff turnover due to mat leaves and change in positions • New librarian will start on Monday • Phase 1 of construction complete; half way thru phase 2 • Staff has been mindful of Covid protocols and keeping school as safe as possible • Had in house first assembly and will have Terry Fox Run Sept 23 as well as Orange Shirt Day Sept 29 • Scott: • These meetings provide a wonderful opportunity to make connections • Trying our best to keep events going and do the best we can to make this year the best one possible 		
1c	PAC Overview	<ul style="list-style-type: none"> • Slide show shared to provide overview of PAC and PAC objectives • Proposed budget will be posted on the website to vote on at the AGM next month • Upcoming fundraising events: Art Cards and Family Photo Night • Other possible fundraisers – COBS, Me N Ed's Pizza night, Shutterfly and Mabels Labels • Upcoming committees requiring volunteers: Giving Tree and Yearbook • Please email PAC if you are interested in volunteering; QR code also available in newsletter or email seaforth.pac@bumabyschools.ca 	•	

		<ul style="list-style-type: none"> Many positions available on PAC Executive to consider 		
1c	DPAC Overview	<ul style="list-style-type: none"> Role of DPAC Member (District Parents Advisory Council Burnaby) Collection of parents (elected by their PACs) working with a common goal of supporting education for all children of Burnaby Work on Burnaby wide initiatives 		
1d	CPF Overview	<ul style="list-style-type: none"> Role of CPF(Canadian Parents for French) - dedicated to the promotion of French as a second language learning opportunities Focus will be on promoting membership this month Events planned during the year include skating and French movie 		
1e	Hot Lunch	<ul style="list-style-type: none"> Will start with once a month as a trial due to Covid (previously offered weekly) Always looking for volunteers and support (for more information email: seaforthpachotlunch@gmail.com) 		
2 <u>Fundraising and Events</u>				
2a	Fundraising Activity Updates & List (see list below)	<ul style="list-style-type: none"> Fundraising activities briefly touched upon in slide show 		
	Upcoming Community & Education Events at School /Online	<p>Upcoming Community & Education Events at School /Online (see list below)</p> <ul style="list-style-type: none"> Welcome to Kindergarten Art Cards Family Photo Night Book Fair English & French Hot Lunch & Treat Days 		
3 <u>New Business</u>				
3a	PAC Nominations 2021-2022	<p>Call for Nominations is open until AGM - Chairperson, Vice Chairperson, Treasurer, Secretary, Members at Large, and Canadian Parents for French (CPF), and District Advisory Council Representative (DPAC), and Member at Large - email seaforth.pac@burnabyschools.ca</p> <p>For role descriptions, please reach out to out-going members</p> <p>Nominations will be accepted until the AGM where voting will take place</p>		
4 <u>General Housekeeping</u>				
4a	Confirmation of Next Meeting Date	<ul style="list-style-type: none"> AGM Oct 20th 		

Events / Important Dates

Event Date	EVENT	COVID Friendly/Virtual Option	Lead
End Nov -Dec	French Book Fair		
Sept	Art Cards		
Oct/Nov	Family Photos - Life Touch - Outdoors		
End Nov - Dec	English Book Fair		
Dec Last two weeks	Christmas Market		
Dec	Jingle Bell Walk		School
Dec 20	Santa Breakfast		School
Feb	Giving Tree		
Jan – Mar	Scholarships Submissions		
May of Feb and	International Day of Pink (School Event)		School
April 23	Spirit Day – virtual sessions being offered to classes		
May/June	Gaming Grant – May/June application		
May	Creative Packs Ordering (School contacts us) fundraiser		PAC
May	Bit and veggie program form submission(School contacts		PAC Leads
June	Sports Day – (School Event)		PAC Treats
June	Grade 7 Grad Lunch (School Event)		
June	Grade 7 Grad (School Event)		
June	Year Book		

**Seaforth Elementary School PAC
General Account
Budget Operating
2021-2022**

	Actual		Proposed Budget	
	2021-2022		2021-2022	Variance
Receipts (net of costs)				
Hot Lunch	0.00	\$	-	\$0.00
Popcorn Sales	0.00	\$	-	\$0.00
Welcome BBQ	0.00	\$	-	\$0.00
Art Cards	0.00	\$	1,350.00	(\$1,350.00)
Sports Day Concession	0.00	.	-	\$0.00
Book Fair (French Enrichment + English)	0.00	\$	-	\$0.00
Pink Shirt Day	0.00	\$	-	\$0.00
Shutterfly / Labels/Spirit Ware/ Flipgive/Year Book	0.00	\$	2,500.00	(\$2,500.00)
School District PAC Grant	0.00	\$	195.00	(\$195.00)
OTHER-Fundraisers-Holiday Marketplace / Auction	0.00	\$	1,500.00	(\$1,500.00)
OTHER-Parent Donations	0.00	\$	4,000.00	(\$4,000.00)
OTHER-Fundraisers-Family Photo	0.00	\$	1,350.00	(\$1,350.00)
	0.00	\$	-	\$0.00
Prior Year Surplus	0.00	\$	-	\$0.00
Interest Income	0.00	\$	-	\$0.00
Net Receipts	\$	-	\$ 10,895.00	(\$10,895.00)
Expenditures				
PAC Priorities				
Grade 7 Graduation	0.00	\$	1,700.00	\$1,700.00
Staff/PAC Exec/Volunteer Appreciation Luncheon	0.00	\$	-	\$0.00
Jingle Bell Walk	0.00	\$	400.00	\$400.00
General Operations & Admin (including fruit & veg. progr.	0.00	\$	150.00	\$150.00
Surevey Monkey Online Account	0.00	\$	-	\$0.00
Membership Dues and Conferences	0.00	\$	411.00	\$411.00
Gifts / Community Donations	0.00	\$	-	\$0.00
Total PAC Priorities	0.00	\$	2,661.00	\$2,661.00
School Expenses				
Classroom Resources	0.00	\$	6,000.00	\$6,000.00
School/ Technology Upgrades/ IT Resources	0.00	\$	-	\$0.00
Quebec Trip	0.00	\$	-	\$0.00
French Resources	0.00	\$	-	\$0.00
Library Books	0.00	\$	-	\$0.00
Student Council	0.00	\$	500.00	\$500.00
Resource support	0.00	\$	800.00	\$800.00
Family Subsidies	0.00	\$	500.00	\$500.00
Grounds Improvement / Garden Works	0.00	\$	425.00	\$425.00
Total School Costs	0.00	\$	8,225.00	\$8,225.00
Total Expenditures	0.00	\$	10,886.00	\$10,886.00
Surplus (Deficit) - Current Year	\$	-	\$ 9.00	(\$9.00)

**Seaforth Elementary School PAC
Gaming Account
Budget
2021-2022**

	Actual	Proposed Budget	
Receipts (net of costs)	2021-2022	2021-2022	Variance
Government Grant	\$0.00	\$7,000.00	(\$7,000.00)
Family Bingo Night	\$0.00	\$0.00	\$0.00
Prior Year Surplus Transferred to 2021-22	\$0.00	\$0.00	\$0.00
Misc (interest, replcmnt CKs; NSF CKs)	\$0.00	\$0.00	\$0.00
Net Receipts	\$0.00	\$7,000.00	(\$7,000.00)
Expenditures			
Student Educational Events & Equipment			
Educational Speakers	\$0.00	\$ 1,250.00	(\$1,250.00)
Sports and Fine Art	\$0.00	\$ 1,000.00	(\$1,000.00)
Spirit Day	\$0.00	\$ 500.00	(\$500.00)
Guest performance	\$0.00	-	\$0.00
Grade 7 Graduation	\$0.00	\$ 1,200.00	(\$1,200.00)
Santa's Breakfast	\$0.00	\$ 1,200.00	(\$1,200.00)
Emergency Kt	\$0.00	\$ 1,350.00	(\$1,350.00)
Seaforth Scholarship	\$0.00	\$ 500.00	(\$500.00)
Parent Information Sessions	\$0.00	-	\$0.00
Total Expenditures	\$0.00	\$7,000.00	(\$7,000.00)
Surplus (Deficit) - Current Year	\$0.00	\$0.00	\$0.00
Opening Playground Balance			
Current year allocation (from approved budget)			
Prior year surplus allocation			
Ending Playground Balance (for next year)			
Surplus (Deficit) after playground allocation			
Accounts Payable (Operations Account for Spirit Day)	\$0.00		
Bank Balance	\$0.00		