



Upper Lynn PAC General Meeting

Nov 30, 2021 | 7:00—8:30pm

MEETING MINUTES

PAC Executives in Attendance

Sandee Sangha, Susanna Smith, Emma Milley, Jaco Wessels, Tanja Scott

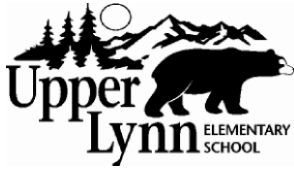
School Admin/Staff in Attendance

Randy Holman, Lise Grendel, Kristine Chambers

General PAC MEMBERS in Attendance

Yasi Manki, Susan Farrell, Rita Vilensky, Prabh Sanghera, Megan Renzitti, Lucy Wells, Katie Prout, Jon Hodes, Jacquie Kydd, Heather Beil, Christine McLaren, Christie Owen, Ashley Yeung, Amanda Proctor, LucyAna Van Egmond

1. Call to Order (Sandee) and Land Acknowledgement at 7:05pm
2. Review & Adopt Agenda (Sandee)
Done by Emma Milley and Jaco Wessels
3. [Approve Sep 27th PAC General Meeting Minutes](#) (Sandee)
Done by Rita Vilensky and Jaco Wessels
4. Message from School Administration (Randy Holman / Lise Grendel)
 - updates re: new teaching staff
 - currently, meetings are happening with teachers and parents and they can be done in the building
 - report cards being written and are to go out on December 10th
 - Basketball: intramural due to uncertainty during these unprecedented times
 - may change for volleyball
 - but kids are enjoying 12 skill-building
 - Thanks to Chris Edgar
 - 5 intramural games
 - there was skill, joy, and fun
 - Christmas Concert
 - discussions: stay the course
 - not in the building
 - one parent has offered to video tape
 - will be posted as a Vimeo
 - Continuing with health and safety measures; no updates;
 - There is some pressure to open up, but this will *not* happen before the holidays; stay tuned
5. Financial Update (Jaco - insert data chart)



Upper Lynn PAC General Meeting

Nov 30, 2021 | 7:00—8:30pm

MEETING MINUTES

Revenue:

- Grant has come through (BC Gaming \$9300)
- Hot Lunch: modest profit as we're only 4/8 the program
- Drive-in: a loss but very social and community-oriented
- No afterschool programs running
- Babysitting course: some commission
- Carnival: prepayment made, hope to run in the summer and recoup expenses invested
- Orange Shirt: all proceeds to Orange Shirt Society; \$1318 (x10 from last year)
- Poinsettia and Purdys: not completed yet
- Thanks for Natalia's effort, PST refund of \$416 dollars

Expenses:

- on budget thus far; PAC Admin under budget
- Bursaries line item: \$1000 budgeted; not administered by the PAC or PAC Exec, but School Admin - fund for whatever they spend for families in need

Assets minus Liabilities \$65 313

Questions:

How much detail is required to get a "spend" idea on the table? (Rita)

- It was proposed a possible Alumni Scholarship for Argyle Grads?
 - More information would be required and presented to Exec

Circles Program Budget Proposal/Update

Christine McLaren: Brought up the North Shore Restorative Justice Program

Jacque Kydd: *Circles Program* - Our previous school PAC brought in this program and my two eldest were able to participate. Our family fully supports this program for all divisions that it can be made available. Amazing feedback from our family and other parents at the time.

Kristine Chambers: *Circles Program* is a holistic approach to conflict-management and teaching the entire community regarding SEL skills; opening last year for ULE, and finished the first few weeks. Each class gets one circle a week for 45minutes, in sets of 8-weeks; two Grade 1 and two Grade 2 classes have been engaged. Children are enjoying themselves with the program.

Funding: prepared to donate field trip money because of a worry of losing the spot, prepared to fundraise; intention that teachers are trained and will hope to sustain this like Second Step for the long-term cultural community; asking for the PAC's consideration.

Proposal to update the budget for an increase

Vote: to increase \$2400 for the purposes of the *Circles Program*



Upper Lynn PAC General Meeting

Nov 30, 2021 | 7:00—8:30pm

MEETING MINUTES

Majority in favour

6. Hot Lunch Update (Sandee/Rita)

- Going reasonably well; learning curve with the Grade 7 students, but doing good
- Shout out: to Kelly and Ronnie
- Victoria and Rita will be stepping down, and Heather Beil will be taking over
- Ordering opens December 3rd, perhaps earlier, and closes on December 13th
- Goal is to communicate with the community, so please spread the word regarding ordering dates, etc.
- Lise Grendel says: If you send us the information, we could put it in the newsletter.
- Any children who are absent and want to pick up the time is between **12:30-1pm only**
- Trying best to accommodate dietary restrictions - please contact Rita and the team

7. Social Emotional Learning Feedback (Emma/Sandee)

- planning committee: ULE does a lot of SEL learning
- staff unsure what's being taken home; proposal for a system of communication between parents and admin
- Second Step: teacher-led program that leads students from K-7 supporting students to become thoughtful and well-rounded
- Feedback requested about your children being upstanders and kind, good citizens the school wants to know about it!

8. Multicultural Parent Group (Emma/Sandee)

- Proposal for a new parent group to celebrate our diversity, and parents who can guide the way to bring this into the school for fun and celebration
- Audience: parents, students, community
- please let Emma or Sandee know if you are interested

9. Covid and Communication (Sandee)

- Reiteration: PAC will stick to same COVID-19 protocols
- PAC will continue to post on FB any information parents permit. If any child has tested positive with the comments turned off
- Jacquie: "Many non-english speaking families are not on Facebook and don't receive those notifications."
 - those communications are always sent via newsletter

edit: covid exposures/cases are not sent in the PAC newsletter

- proposals include: email
- In the past, the parents asked the class rep to post to the class, so the immediate students to that child receive it; not all emails are up to date; however, it's done to the best of our ability



Upper Lynn PAC General Meeting

Nov 30, 2021 | 7:00—8:30pm

MEETING MINUTES

- Communications officer is doing their best to provide the same information on FB and the newsletter (**But will not be including covid exposures/cases due to the number of cases, confidentiality, and the time lapse between newsletters**)
- It's not the PAC's role; it's the VCH - however, due to the delay, some parents wish to communicate this in advance of the VCH
- excellent points made about the methods of communication
- Christine McLaren: emailed classes, PAC, Admin (who can't do anything), etc on her own accord (as it's only up to the parents); not a perfect system, but we're doing our best to be transparent to try to protect the community as a whole, within the limited means of whom we're able to notify

10. Fundraisers (Sandee)

- Drive-In (see budget report above)
- Emergency Preparedness
- Poinsettia's - updates forthcoming
- Purdy's - updates forthcoming

11. Facebook Page Administration (Sandee)

- This was already discussed above

12. Roles to Fill (Sandee)

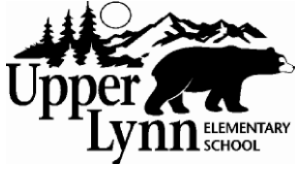
- Communications
- Traffic
- Carnival Committee (June 3rd)
- Please let the PAC, and Sandee, know if you are interested in any of these roles

13. New Business

- Bottle Drive: Saturday, January 8th 10am-12pm
- Toy Drive: big success \$2000
- Giving Back → Fundraiser Proposal to support a school in need (Ashley)
 - will bring this to a parent community for what determines need and what money would
 - ULE Alumni Scholarship (Rita) - tabled to discuss at another PAC meeting
 - Kindergarten mural (Rita)

Meeting Adjourned at 8:06pm

Next Meeting

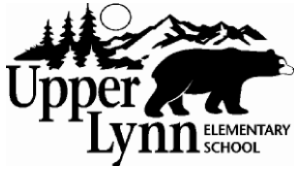


Upper Lynn PAC General Meeting

Nov 30, 2021 | 7:00—8:30pm

MEETING MINUTES

Monday January 24th, 2022



MEETING MINUTES

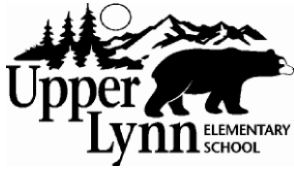
APPENDIX A – FINANCIALS SLIDES

Income: Budget 2021/22 vs Actual YTD

INCOME	Budget	YTD	Comments
Bank Interest Income	\$450		
Family Photo	\$800		
Card Project	\$1,500		
Grants	\$9,500	\$9,300	
Hot Lunch Program	\$12,000	\$482	Only 4 of 8 reflected, remainder not yet included. Overhead expenses.
Drive In (BREAKEVEN)	\$0	-\$693	Loss: PAC executive decided not to raise entrance fee despite cost increases
After school Programs	\$2,000	\$40	Babysitting courses (online)
DPAC speakers grant	\$0		
Carnival	\$10,000	-\$5,362	Prepaid expenses: down payment for rides made in 2020
Halloween Dance	\$0		
Pink shirt day (to Pinkshirt.ca)	\$0		Orange Shirt: \$1318.93 raised, paid to Orange Shirt Society
Talent show (BREAKEVEN)	\$0		
Fundraiser	\$5,000	\$119	Mabel's labels. Poinsettia (\$1,000) & Purdy's (\$700) not yet included.
Band Fundraiser (to NVSD Band and Strings)	\$0		
Technology Contribution	\$5,000		
Donations			
PST Refund	\$300	\$416	
TOTAL	\$46,550	\$4,302	

Expenses: Budget 2021/22 vs Actual YTD

EXPENSES	Budget	YTD	Comments	
ADMIN	BCCPAC Fee	\$0	\$75	We receive a refund from NVPAC, not yet processed
	Bank Account Service Charges	\$600	\$20	
	Foodsafe	\$180	\$115	
	Munch a lunch fee	\$340		
	Office/stationary supplies/QBO	\$700	\$224	
	Gifts / Recognitions	\$600	\$37	
	Total Admin Expenses	\$2,420	\$471	
	CLASSROOM / FIELD TRIP	Bursaries	\$1,000	
Art Supplies				
Band/Music		\$1,000	\$109	
Counsellor Programs		\$1,000		
Divisional Expenses		\$6,600	\$750	22 divisions x \$300 in budget
Enhancement Programs / Cultural Groups		\$6,600		
Field trip Transportation		\$6,600		
LAC/ELL//French		\$900		
Science enhancement				
PE Enrichment Activities		\$6,000		
PE Equipment		\$1,000		
Library Supplies		\$3,000	\$706	
Classroom Library Books (Indigo Fundraiser)				
Technology		\$5,000	\$1020	
Primary requests		\$4,500	\$4,583	
intermediate requests		\$5,000	\$1,332	
Student Council	\$200			
Total CLASSROOM /FIELD TRIPS	\$47,800	\$8,500		



**Upper Lynn PAC
General Meeting**
Nov 30, 2021 | 7:00—8:30pm

MEETING MINUTES

Expenses: Budget 2021/22 vs Actual YTD cont.

EXPENSES	Budget	YTD	Comments	
PAC PROJECTS/ EXPENSES	Earthquake Supplies	\$500		
	PAC Event Expenses	\$200	\$150	Parade of Trees
	Grade 7 Clothing Drive Matching	\$1,000	\$1,000	
	Argyle fund	\$0		
	Safety patrol	\$650		
	Speakers Program	\$6,000		
	Fun Day	\$900		
	Staff Luncheon	\$500		
	Total PAC			
	PROJECTS/EXPENSES	\$9,750	\$1,150	
Special Projects	Accessible Playground	\$13,000	Budget approved Sept PAC meeting	
Total Special Projects	\$13,000			

Balance Sheet as at 30 Nov 2021

Assets		\$
Blueshore - Chequing Account	53,637	
Chequing Account – Equity shares	14	
Blueshore - Gaming Account	16,169	
Gaming Account – Equity shares	11	
NVSD#44 - Donation Acct.	9,135	
Munch Clearing Account	(10,147)	Combination of: 1) H/L income not yet allocated, 2) credit owed to parents for cancelled H/L date 17/12
Total Assets	68,819	
Liabilities		\$
Accounts Payable	532	Pink Shirt
Grade 7 Account	2217	
Hot Lunch Payable	757	3 'missing' families not refunded 2020 COVID cancellations
Total Liabilities	3,506	
Assets minus Liabilities	65,313	