

**EDM Parent Advisory Council Meeting
September 22th, 2022**

In Attendance: Jamie Clark, Nancy Hwang, Kathryn Kirkwood, Jessica John, Kathy Ngo Gorst, Nick Hinterhoeller, Rosa Ware

Meeting called to order by Jamie 6:06 PM. Noted we are meeting on the unceded territory of the Lakwiltak people.

Adoption of minutes: Jamie motions, Kathryn seconded

Mail/Correspondence: Bank statements; Purdy's chocolate; Art Cards have arrived.

President's report: Was really proud of everyone's efforts last year. Looking forward to working together again.

Election of 2022/2023 PAC executive

President: Kathryn nominated **Jamie Clark**, seconded by Jess.

Secretary: Jess nominated **Joanne Luitkus**, seconded by Kathryn.

Fundraising: Jamie nominated **Jessica John**, seconded by Kathryn.

Treasurer: Jamie nominated **Kathryn Kirkwood**, seconded by Jess

Hot Lunch: Kathryn nominated **Jenn Menard**, seconded by Jess

Event Coordinator: Jess nominates **Rosa Ware** seconded by Jamie

Principal's report:

School Theme

Chez nous à l'école (L'appartenance au cœur de notre communauté) Our School is Our Home (Belonging is the Heart of Our Community)

EDM Schedule

8:30 Outside Supervision begins 8:40 Bell for students to line up (in front of the school) Staggered recesses: 10:30-10:45 k's & 1's (Mon-Wed), 10:15-10:30 k's & 1's (Thurs-Fri) 10:30-10:45 k-gr3 10:15-10:30 gr 4/5

12:15-12:30 Lunch 12:30-1:00 Recess 2:30 Dismissal (please let parents know where to pick up their child – i.e. at your outside door) 2:45 Outside Supervision ends

Staff This Year

Principal: Nancy Hwang Administrative Assistant: Karry Nicholson-Regier

Classroom Teachers: Mackenzie Kennedy – kindergarten Lindsay Harrison – kindergarten/gr 1 Nicholas Hinterhoeller/Erin April – gr 1 Anna Coulter – gr 2/3 Sue Drolet – gr 2/3 Alice Cabille – gr 2/3 Joy Coutennier – gr 4/5 Kirsten Joyce – gr 4/5

Non-Enrolling Teachers: Learning Support: Karen Shepherd PE Prep Time Support: Danielle Lemire Librarian: Jessica Rathlef Music Teacher: Lesley How

Itinerant School Staff: Educational Assistant: Nicole Labbé Educational Assistant: Sarah Danielson Custodian: Jo-Ann Latta District Staff: Library Clerk: Ingrid Thomas

Indigenous Youth Care Worker: Karen Evans Inclusion Support Teacher: Shelly Sheriff Counsellor: Sherry Laffling Youth Care Worker: Alana Thompson Psychologist: Tanya McCreith Behaviour Specialist: Kim Kozuki Occupational Therapist: Shayla Johnson Speech Language Pathologist: Tia Stephens

Before & After School Supervision

Just a reminder that morning supervision starts at 8:30am. For safety reasons, please be sure to wait with your child until you see Mme Hwang to come outside in her supervision vest. After school supervision ends at 2:45pm. The only exception is for bus students. Allergies

We are a nut, peanut and dairy aware school. We are allowing these foods in the school, however, we would appreciate you reminding your children to wash their hands after eating these items as we have anaphylactic students in our school with nut, peanut and/or dairy allergies.

DIBELS and IDAPEL Screening

In addition to the many ways teachers are getting to know their students learning profiles, this month, grade 1-5 students at EDM will participate in a French-language formative screening assessment called IDAPEL (Indicateurs dynamiques d'habiletés précoces en lecture) and the grade 4 & 5 students will be also be participating in an English language screener called DIBELS (Dynamic Indicators of Beginning Early Literacy Skills). Kindergartens will be participating in the Heggerty Phonemic Awareness screener. The information gathered from these tools will be invaluable in our instructional planning and identifying students who may need additional supports with their literacy skills.

Package of Forms – Due Tuesday September 20

Hardcopies of a package of forms went home with your child last week. Please take a moment fill them out and return them asap.

Terry Fox Run – Friday, September 23

Come out and join us in celebrating the life and legacy of Terry Fox on Friday, Sept. 23 at 1:15pm. If you would like to donate, here is our online link: <https://schools.terryfox.ca/11174>

Orange Shirt Day – Wednesday, September 28

Truth & Reconciliation Recognition Day is on September 30. As there is no school this day, we ask students to please wear their orange shirts on Wed. September 28 to commemorate the National Day for Truth & Reconciliation.

Picture Day – Thursday, September 29 Picture day will be the morning of Thursday, September 29. Photo retakes will take place on Friday, October 14.

Jamie added that he spoke with Tracey at KDC about what we can do with respect to National Truth and Reconciliation Day; suggested the kids make cards to residential survivors and they will send the school a book for each class by a local indigenous author.

Hot Lunch: Ordering is open on Friday and Fruit and Veg and milk program arrived yesterday; some concerns around increased costs.

Treasurer’s report: We ended last year with \$38,248.80 and have now had 2 years with a large surplus of funds. We need to find direction for these funds rather than accumulating money without a set purpose (both years were projected to run a deficit; however, with COVID limiting activities, many earmarked expenditures were not able to be used).

PAC ACCOUNTS	##	Balance as of Sept. 18/2021	
General PAC Acct 650-253191-08		\$	21,954.94
Hot Lunch Acct 650-253191-08		\$	4,496.65
Gaming Account 650-253191-06		\$	19.75
TOTAL PAC FUNDS		\$	26,471.35
**These are estimated figures and should be viewed with that in mind			

Income Source	General Account	Gaming Account	Est. Profit	Actual
Gaming Affiliation			\$ 3,500.00	\$3,420.00
District Funding				\$147.41
50/50 Draws				\$0.00
Hot Lunch Income			\$ 3,000.00	\$2,801.12
Butcher Fundraiser			\$ 1,000.00	\$0.00
Purdies Chocolate			\$ 1,500.00	\$1,609.73
Card Project			\$ 300.00	\$843.48
Donations			\$ 500.00	\$0.00
Book Fair			\$ 300.00	\$20.00
Auction			\$ 3,000.00	\$6,530.00
Cookin sale				\$764.25
West Coast Seeds			\$ 986.00	\$929.04
Tru Earth			\$ 150.00	\$156.76
May Fun Fair				\$2,936.00
Total Income	\$	\$	\$ 11,100.00	\$ 20,157.79

Expenses	General Account	Gaming Account	Notes
Hot Lunch	\$ 336.00		Munch n Lunch
Coffee	\$ 400.00		
Office Supplies	\$ 100.00		
School Supplies	\$ 2,500.00		
Classroom Fund	\$ 2,000.00		250 x 8 classes
Music/LST/Princ	\$ 400.00		100 x 4
Grade 5 Farewell	\$ 150.00		
Beach Day BBQ	\$ 1,000.00		
Sex Ed			
Dance HipHop	\$ 750.00		
Field Trip Class Fund	\$ 2,400.00	\$300 x 6 trips	

Hot Lunch - Food Safe			\$0.00
General Fundrais	\$ 300.00		-
May Fun Fair Food Costs			\$730.17
May Fun Fair Supplies			\$448.66
Swimming Gr 2	\$ 1,000.00		\$341.79
Skating	\$ 600.00		\$0.00
Playground balls	\$200		\$446.22
Cones	60		\$0.00
Frisbees	200		\$0.00
Soccer balls	200		\$0.00
Ukeleles	1700.79		\$0.00
Headsets	800		\$0.00
Ink for colour pri	70		\$0.00
Admin Assistant	\$ 50.00		\$50.00
Teacher Appreci	\$ 585.00		\$585.00
Fun fair games	\$ 500.00		
Total Expenses	\$ 15,801.79	\$ 3,150.00	\$ 8,443.44

PAC EXPENSES	General Account	Gaming Account	Notes
BC PAC Member	-		
PAC Office Supp	\$ 100.00		
PAC Banking (ch	-		
Bank Fees	\$ 50.00		
Total Expenses	\$ 150.00	\$ -	

Total Income	\$ 20,157.79		
Total Expenses	\$ 8,443.44		
Profit / Deficit	\$ 11,714.35		

School has been directed to not ask for school supply money from parents this year. Parents have already paid for this year's supplies however should we wish to cover next year's school supplies they would amount to approx \$6000. Discussion around use of surplus- decision made to increase classroom funds to \$500; we have requested that teachers approach PAC for funds instead of running individual fundraisers to avoid inundated parents with forms and appeals for money should they need extra for field trips etc.; discussion around rain shelter in front of school and whether this is something we want to fund.

PAC ACCOUNT	##	Balance as of Sept. 3/2022
General PAC Ac 650 252191 06		30242.16
Hot Lunch Acct 650 252191 03		7448.87
Banking Account 650 763191 02		6799.77
TOTAL PAC FUNDS		\$ 36,248.80

****These are estimated figures and should be viewed with that in mind**

Income Source	General Account	Gaming Account	Est. Profit	Actual	Notes
Gaming Affiliation			\$ 2,400.00		
District Funding			\$ 150.00		
Hot Lunch Income			\$ 2,800.00		
Butcher Fundraiser			\$ 550.00		
Pardies Chocolate			\$ 1,500.00		
Card Project			\$ 800.00		
Donations			\$		
Book Fair			\$ 300.00	\$ 650.00	
Auction			\$ 5,000.00		
Cookie sale			\$ 2,000.00		
West Coast Seeds			\$ 800.00		
Tru Earth			\$ 150.00		
May Fun Fair			\$ 1,800.00		
50/50 Drives					
Beer & Burger					
Total Income	\$	\$	\$ 19,250.00	\$ 650.00	\$

Expenses	General Account	Gaming Account	Notes
Hot Lunch	\$ 336.00		Munch a Lunch Service
Coffee	\$ 400.00		
School Supplies			
Classroom Fund	\$ 4,000.00		500 x 8 classes
Muski/LS/7/Prins	\$ 600.00		200 x 3
Grade 5 Farewell	\$ 200.00		
Beach Day BGG	\$ 1,000.00		
Sex Ed	\$ 800.00		
Dance Hip-Hop		\$ 750.00	
Field Trip Class Fund		\$ 2,400.00	\$300 x 8 trips
Hot Lunch Fund Safe			
Swimming Gr 2	\$ 1,000.00		
Skating	\$ 600.00		

Ink for colour pri	370.00			
Admin Assistant	\$ 50.00			
Teacher Assist	\$ 600.00			
Bussing	\$ 2,400.00			
PE Equipment	\$ 1,100.00			
Muzic	\$ 1,300.00			
LaFodds	\$ 400.00			
Meet the Teacher	\$ 500.00			
Total Expenses	\$ 18,506.00	\$ 3,150.00	\$	-

PAC EXPENSES	General Account	Gaming Account	Notes
B/C PAC Member	-		
PAC Office Suppl	\$ 200.00		
PAC Banking fee	-		
Bank Fees	\$ 50.00		
Total Expenses	\$ 150.00	\$	-

Total Income	\$ 19,250.00		
Total Expenses	\$ 21,806.00		*** 600 from Grieg to direct the school to use
Profit / Deficit	\$ (2,556.00)		*** 220 DQ chq to be cashed

*** 550 from 2021/22 butcher fundraiser deposited in Sept of this ye.

Kathryn requested returning the fiscal year-end date to August 31st as there are still multiple cheques being cleared in July. As per bylaws she will print a notice of the requested amendment and ask for a vote at the next meeting. Our HSBC bank accounts will be switching to online accounts in October. This will allow us to access statements remotely as well as to accept e-transfers. Gaming report is due and just needs signing and submitting. Budget approved- all present were in favour.

Action: Kathryn will contact the district to see if a rain shelter would be a possibility as they own the property.

Action: Kathryn will write to SD72 Treasurer for regular district funding money per student (approx \$150 total) as well as to ask about provincial funding allocated for disbursement of \$607,000 to families in

need; our school has less than many, however PAC already supports a couple families through hot lunch etc. and we may qualify for a small amount.

DPAC report: meetings not yet scheduled. Nothing to report.

Fundraising report:

1. Book fair wrapped up. Grand total of \$650 raised. Thank you to all the volunteers. It was really good to be back in person with each other. Saw some great community building with the volunteers. Notes for next year: It would be nice to have had more grade 4/5 books; Maybe approach Phoenix parents next year for donations; let each student pick out one book for free.
2. Purdy's Christmas chocolate fundraiser is set up online already. Would like to support local, so might approach Rocky Mountain and see if we could set it up through Munch-a-lunch.
3. Have applied for West Coast Seeds but have not heard back yet. That would run early January.
4. Art cards are in the school and teachers have begun the project.

Action: Jess will get in touch with Rocky Mountain Chocolates.

Events report: This new position is meant to create a point person for school events that require multiple volunteers and are more complex to organize. Rosa Ware has been elected to fill this role.

Discussion was had surrounding the possibility of running the Halloween Dance and May Fun Fair without ticket sales so that all children can participate equally- tickets from winning games can be used to participate in the cakewalk. This will reduce the need for line-ups and ticket sales volunteers. We will attempt to raise money with a 50/50 raffle, donations, a photo setup and pizza sales. Decision was made to try this model with the Halloween Dance and, if successful, implement the same with the Fun Fair. Halloween Dance will be held on Thursday October 27th.

Kathy Ngo Gorst has generously offered to operate multiple bake sales of muffins, cupcakes and cookies this year. Effort will be made to fit in sales where we have a lull in other fundraising activities so as not to overwhelm parents with paperwork.

Action: Rosa will speak with Kristen Bowbrick and Jenn Menard to figure out the most profitable way (without too much work) to run pizza for the Halloween Dance.

Action: Rosa will speak with Todd Dugas to see if he would DJ the dance.

Action: Rosa will go through to see what games we have at the school and possibly look into purchasing some new ones.

Action: Kathryn will apply for a gaming license to run a raffle.

Action: Kathryn will contact Nancy to get in touch with leadership students at Carahi High to run games.

Action: Kathryn will make a FB post to ask for someone to run photography.

Meeting adjourned at 7:56pm.

Next PAC meeting: October 17th at

Action Item List:

Kathryn will:

- contact the district to see if a rain shelter would be a possibility as they own the property.
- write to SD72 Treasurer for regular district funding money per student (approx \$150 total) as well as to ask about provincial funding allocated for disbursement of \$607,000 to families in need; our school has less than many, however PAC already supports a couple families through hot lunch etc. and we may qualify for a small amount.
- apply for a gaming license to run a raffle.
- contact Nancy to get in touch with leadership students at Carahi High to run games
- make a FB post to ask for someone to run photography at the Halloween Dance
- print a notice of the requested financial year date amendment

Jess will: get in touch with Rocky Mountain Chocolates.

Rosa will:

- speak with Kristen Bowbrick and Jenn Menard to figure out the most profitable way (without too much work) to run pizza for the Halloween Dance.
- speak with Todd Dugas to see if he would DJ the dance.
- go through to see what games we have at the school and possibly look into purchasing some new ones.