



Quilchena Elementary PAC Agenda

Wednesday, September 18th, 2024 @ 7:00 p.m.



Note: We are meeting in-person at the school in the Multipurpose Room (Exit Door 5)

1. Call to Order – 7:00 PM

2. Welcome & Introductions

- Nichole, Brent, Pawan, Vanessa, Jin, Jessica, Parvine, Mei, Ivy, Ian, Nicole, Mandeep, Eva, Torri, Sheena, Jenny

3. Land Acknowledgment - *We acknowledge and thank the First Peoples of the hən̓q̓əmiñəm language group on whose traditional and unceded territories we learn, live and play.*

4. Approval of the 30-May-2024 PAC Meeting Minutes & Adoption of the Agenda - motion to approve June Minutes and adopt September Agenda by Jin, seconded by Jessica. Passed.

5. Principal's Report

- First week of school was a success, we welcomed our new kindergarteners
- New staff: Ms. Both Resource/ELL teacher
- Mr. Hudson Band Teacher
- Ms. Ting – Music Teacher
- Mr. Tubajon – Gr 4/5 Teacher
- Ms. Athmanathan, Ms. Freemantle, Ms. Jones, Ms. Takayama EA's
- Morning walks have continued, Wed we have connecting buddies (kids connected with a different class)
- We had our first fire drill
- Terry Fox Run raised \$601
- Kids have been taking care of the school garden, ongoing work to get it ready for fall
- Upcoming Events:
 - i. Open House Sept. 18
 - ii. Pro D Day Sept 20th – Focus on Math in the morning
 - iii. Fire Drill Sept 23
 - iv. Every Child Matters Orange Shirt Day Sept 27
 - v. Day of Truth and Reconciliation Sept 30
 - vi. KBAM Theatre Performance Oct. 3
 - vii. Family Photo Night Oct. 4
 - viii. Thanksgiving Weekend Oct. 9

6. Treasurer's Report – Jin (see attached)

- 2023/2024 Financial Report
- Draft 2024/2025 Budget
- Motion to adopt budget for 2024/2025 by Sheena, seconded by Parvine. Passed.

7. New Business

- PAC Executive Election for position of Secretary – election to take place at our October meeting
- Movie Night License Renewal
 - I. Plan to do a movie night before our current license expires
 - II. Table for next meeting
- Saleema Noon (Body Health Education)
 - I. Planning for Fall 2025
- Fundraising Ideas for 2024/2025
 - I. Pub Night
 - i. 50-60 people capacity
 - ii. Venue: Canadian Brewhouse
 - iii. Fri/Sat nights available
 - iv. Date: Mid Oct/Nov (Oct 25 and Nov 16 are booked already)
 - II. Candlelight Concert
 - i. Music selection is complete
 - ii. At this concert musicians are looking to collaborate with students
 - iii. Date to be set near Valentine's Day
 - iv. Put up posters at community centres and high schools to increase community engagement
 - v. Online sign up to ensure we don't go over gym capacity, entrance by donation
 - III. Westcoast Seeds – Community Roots Fundraising (Sheena)
 - i. Deadline to apply in September
 - ii. Choose a window for fundraiser, all the seeds are shipped together to be distributed to families
 - IV. Car Trunk/Craft Fair
 - i. Table for next meeting

8. Old Business

- Gaming Grant Renewal Status (Jin)
- Library Renewal Update
 - i. Design team to meet with us in October to finalize cost and design.
 - ii. Scope: new flooring, new tech bar area, new bookshelves, installing ceiling mount projector, increasing the height of the wall between library and washroom
 - iii. 55K saved/raised as of June 2024
- Sports Day (7-Jun-2024)

- Cart of Joy (19 to 21-Jun-2024)

9. Committee Reports & Correspondence

- **Food Days – Noel**

- I. Hot Lunch Days (every Monday or Tuesday if it is a holiday)
 - i. New volunteers are welcome
- II. Popcorn Days?
 - i. Mandeep and Torri volunteered

- **Fundraising – Vanessa**

- I. Family Photo Night (October 4th)
 - i. Vanessa to check with photographer if we can bring pets
 - ii. Still have 3 open slots
- II. Purdy's Chocolates
 - i. Fundraising in Nov/Dec
- III. Cooper's Pies
 - i. Fundraising in Nov/Dec
- IV. Insta Cake
 - i. Table for next meeting

9. RDPA – Rubina & Alia

- a. No RDPA meeting

10. Announcements/Reminders

- I. Next PAC Meeting October 16

11. Meeting adjourned at 8:07 PM.

Bookmark our PAC website: <http://quilchena.sd38.bc.ca/parents/parent-advisory-council> to get updates and info. The PAC is also on Facebook! Search for “Quilchena Parent Advisory Council” and “like” our page to get updates on your newsfeed.

**Quilchena Elementary School
Parent Advisory Council
Sept 2024 - June 2025 Draft Budget**

	Prior Year		Budget 2024-2025	Comments
	Budget	Actual		
	2023-2024	2023-2024		

OPERATING ACCOUNT

INCOME

Food days	4,000.00	8,347.32	6,000.00	Includes Juice/Chips, Hot lunch fee and Bambora
Bottle Returns	200.00	-	-	
Return it express	50.00	130.50	50.00	
Purdy's Fundraising	300.00	497.04	300.00	Receive 25% of sales
Mr. Cooper Pies Fundraiser - October	350.00	273.00	300.00	Receive 25% of sales
Mr. Cooper Pies Fundraiser - May	200.00	79.10	-	
Cyclone Day	50.00	435.00	150.00	
Movie Night	-	1,321.61	700.00	
Popcorn	-	1,107.65	800.00	
Family Photo Night	700.00	1,221.10	300.00	
Craft Fair	300.00	-	250.00	
Pub Night	-	-	300.00	
Mable's Labels	-	79.08	-	
Candlelight Concert	-	603.18	-	
Total Projected Income	\$ 6,150.00	\$14,094.58	\$ 9,150.00	

EXPENSES

Classroom Funds	(2,150.00)	(1,959.16)	(2,150.00)	\$150 per class (7) + Library (1), ELL/Resource (2), EA (1), Music/Band (2) program every 3 years now
DARE	-	-	-	
Hugh Boyd Scholarship	(300.00)	(300.00)	(300.00)	
Readers Choice - Kids books	(500.00)	(294.52)	(500.00)	
Guest Author	-	-	-	
Saleema Noon	-	-	(800.00)	Will happen again 2024/2025 year. Split with QES
Food for Kids	(100.00)	-	-	
Bank Charges	(80.00)	(73.50)	(80.00)	
Grad Farwell	(200.00)	(350.00)	(350.00)	
Staff Gifts	(150.00)	(102.82)	(150.00)	
Staff Appreciation - Cart of Joy	(250.00)	(186.95)	(250.00)	\$100 carryover from last fiscal to Sept.
Miscellaneous (incl. cheque reorders, etc.)	(160.00)	(153.95)	(160.00)	
Field trip	(1,830.00)	(1,820.00)	(1,830.00)	\$10 per student x 183 students
Sports day and Terry Fox run- Granola Bars	(100.00)	(54.56)	-	
Administrative Supplies	-	(100.00)	-	
Math Cart	-	(1,251.48)	(100.00)	
Total Projected Expenses	\$ (5,820.00)	\$ (6,646.94)	\$ (6,670.00)	
NET LOSS - Operating Account	\$ 330.00	\$ 7,447.64	\$ 2,480.00	

GAMING ACCOUNT

INCOME

BC Gaming Grant	\$ 3,400.00	3,400.00	3,400.00	\$20 per student
Total Income	\$ 3,400.00	\$ 3,400.00	\$ 3,400.00	

EXPENSES

Bollywood/Hip-hop	(2,440.00)	(2,440.00)	-	
Professor Wow' KBAM! School Presentation	-	(918.75)	-	
Extracurricular Badminton Equipment	-	(474.02)	-	
	-	-	-	
	-	-	-	
Total Projected Expenses	\$ (2,440.00)	\$ (3,832.77)	\$ -	
NET LOSS - Gaming Account	\$ 960.00	\$ (432.77)	\$ 3,400.00	

**Quilchena Elementary School
Parent Advisory Council
Treasurer's Report
For the Period Ending June 30, 2024**

Banking Summary from Operating Account		Revenue/ Deposit	Expense/ Withdrawals	Balance per Book	Balance per Bank
	<i>Cheque #</i>				
Account balance as of May 29, 2024				\$ 20,389.13	\$ 21,558.67
Funds deposited / cashed					
Bambora deposits		-			
Cyclone Day Concession		615.00			
Banking Fee			(16.00)		
Freshslice Pizza	64		(573.03)		
Sushi Lovers	65		(734.80)		
Administrative Supplies	66		(100.00)		
EZS Software Inc. (Hot Lunch Software)	67		(177.45)		
TCBY	68		(180.00)		
Hugh Boyd Scholarship	69		(300.00)		
Cyclone Day Snacks - PF	70		(54.56)		
Classroom Materials - Band (FN) - Chq 40 replacement	71		(151.09)		
Cart of Joy Supplies - RM	72		(57.29)		
Classroom Materials - AH	73		(17.35)		
Classroom Materials - KC (Div 5)	74		(73.00)		
Classroom Materials - DH (Div 3)	75		(107.86)		
Classroom Materials - CM (Library)	76		(52.74)		
Classroom Materials - CM (Library)	77		(5.25)		
Quilchena Elem. - Math Cart Manipulatives	78		(251.48)		
Classroom Materials - JP (Div 8)	79		(77.47)		
Classroom Materials - Div 4	80		(118.63)		
Classroom Materials - LC (Div 7)	81		(75.00)		
Quilchena Elem. - Math Cart	82		(1,000.00)		
Classroom Materials - KM (Div 7)	83		(28.02)		
Staff Farewell Books - CM	84		(102.82)		
Classroom Materials - EA	85		(24.37)		
Cart of Joy Supplies - PT	86		(62.78)		
Cart of Joy Supplies - SB	87		(45.93)		
Cart of Joy Supplies - BF	88		(20.95)		
		615.00	(4,407.87)	(3,792.87)	
Balance as at June 30, 2024				\$ 16,596.26	\$ 17,236.80
Outstanding Cheques/deposits					
Classroom Materials - Band (FN)	40				(151.00)
Movie Night Pizza Refund - LW	60				(4.00)
Hugh Boyd Scholarship	69				(300.00)
Cyclone Day Snacks - PF	70				(54.56)
Cart of Joy Supplies - RM	72				(57.29)
Classroom Materials - CM (Library)	76				(52.74)
Cart of Joy Supplies - BF	88				(20.95)
					\$ 16,596.26
<i>Approx o/s commitments</i>					
					\$ 16,596.26
Banking Summary from Gaming Account		Revenue/ Deposit	Expense/ Withdrawals	Balance per Book	Balance per Bank
	<i>Cheque #</i>				
Account balance as of May 29, 2024				\$ 1,845.01	\$ 1,845.01
Funds deposited / cashed					
Professor Wow' KBAM! School Presentation	380	(918.75)			
Extracurricular Badminton Equipment	381	(474.02)			
		(1,392.77)	-	(1,392.77)	
Balance as at June 30, 2024				\$ 452.24	\$ 452.24
Outstanding Cheques					
					\$ 452.24
Total Balance as at June 30, 2024				\$ 17,048.50	\$ 17,689.04