

École Qayqayt Elementary School Parent Advisory Council Meeting

January 11, 2023 – AGENDA
Via ZOOM

2022/2023 Executive

Chair: JC Valeros

Treasurer: Andrea Arnold

Vice Chair: Michelle Kennedy

Secretary: Grace Steyn

DPAC Rep:

CPF Rep: Heather Hansen

Members @ Large: Michelle Bridge, Allison Clavelle, Laura Kwong, Ashlee Reid, Jocelyn Cross

Volunteer Coordinator: TBD

Facebook/IG: Grace Steyn

Principal: Suzanne Cameron

Vice Principal: Nadia Young

School Board Trustee: Danielle Connelly

Community Schools: Rick Bloudell

Call to Order and Welcome | JC Valeros

Welcome and Territorial Acknowledgement

Approval of Minutes and Agenda | JC Valeros

Motion to approve minutes by JC seconded by Michelle.

Special Guest | New Westminster Public Library - Rebekah Adams-Brush

Rebekah discussed strategies to support reading at home and that the library is a resource for everyone.

Key strategies for supporting literacy at home.

1. Letting your child choose their own books and what they are interested in. Do not guide that is too difficult/easy or has been read before. Let them decide as much as possible and what they are interested in. Books that bring comfort and repetition may be what some children need.
2. Embrace all kinds of reading. Audio books are fair game. Graphic novels are great and not intimidating. These are often a spring board to other kinds of reading. Non-fiction might be another option for kids not keen on novels.

3. Modeling a love for reading. Make trips to library part of the family routine. Bring books home. Have your own books out – reading is something we all do at home.
4. Do not enforce a negative association with reading i.e. You can't have your Switch time before you read. Slog through reading until you get to the 'fun' thing.

Newer books to consider:

Dinosaur Club: a chapter Book series with narrative story and facts at the back

Sam Wu series: in between graphic and chapter book. Really funny.

Narrative non-fiction: Packing for Mars for Kids, written in narrative style

New collection of Wonder Books – with audio book component.

No more fines.

Question from parent re: the Mayhem Books, i.e. Monday and the cave of thieves

Rebekah works at New Westminster Public Library – Monday to Friday for more ideas and suggestions.

School District Liaison Report | Danielle Connelly

Sent regrets.

Community Schools Report | Rick Bloudell

Sent regrets

Principal and Vice-Principal Report | Suzanne Cameron and Nadia Young

Happy New Year to everyone. Last week was the gradual reentry after the holidays and activities are all back.

Rhythm Resource Drumming will be coming in for two weeks starting next week. Division 1-12 next week, following week will be Division 13-29.

Staff meeting - shared PAC fundraising sheets with teachers.

Staffing Update: Ms. Young will be transferring to Lord Kelvin. Ms. Jack will be taking over some of the administration support and Ms. Lenahan will be taking over ADST teaching and resource support. Ms. Young discussed that she has had a wonderful 3 ½ years here at Qayqayt. Thank you to everyone.

PAC Chair and Vice Chair Report | JC Valeros and Michelle Kennedy

- Thank you to everyone, who were able to come to the school's Winter Wonderland event and supported our 50/50 raffle draw. Congratulations to Eryne Donahue and her family for winning. We raised a total of \$987 and Eryne received 50% of that total, which is close to \$500.

- Exciting news, the PAC is hosting another Read-A-Thon at the end of this month to kick off Literacy week on January 27th. Our goal this year is to raise \$5,000. The goal is to encourage our children to read daily while raising funds for school programs by asking for pledges from family and friends and tracking their progress through an online link. The login information will be sent home closer to our start date. Prizes will be available and more information to come in the next couple of weeks.

DPAC Report | JC Valeros

1. BCCPAC Presentation: How PAC, DPAC and BCCPAC work together
2. K-12 Draft Reporting (K-9 Proficiency, Emerging, Developing, Extending; 10-12 Letter Grades)
3. School Capacity from the Board Meeting
4. Growing Smiles Fundraiser is popular with some schools
5. DPAC Spring Event - FW Howay showed interest
6. FRMS shared interest on Walking School Bus initiative
7. Wellness Centre Presentation (Mental health services by referral re: school counsellor, district clinical counsellor by referral re: school counsellor, groups and programs re: school counsellor), nurse practitioner by appointment, Parent Education Workshops available

CPF/Saleema Noon Report | Heather Hansen

1. The Program of Choice Review, which includes a review of French Immersion programming in the district will begin in March with an online survey followed by focus groups in April. There will be three overarching questions that will guide the process: These questions are:

- What is working well?
- What challenges or obstacles are being faced?
- What are the opportunities for improvement?

Heather and the Canadian Parents for French NW Chapter will be attending a meeting with the district on Jan 26th to learn more.

2. Saleema Noon parent information night will be held online Tuesday, March 28th to learn more about the in school curriculum for students.

3. There will be a CPF Representative vacancy starting 23/24 school year. This is Heather's last year at Qayqayt. If you are a French Immersion parent and interested in what this PAC / CPF volunteer role entails, please let me know.

Parent Education Team Report | Grace Steyn & Michelle Kennedy

In conversation with Herbert Spencer PAC re: Parent Education night in March/April.

Fundraising Team Report | JC Valeros & Michelle Kennedy

1. First Day Hero – The Qayqayt PAC hosted and partially subsidized an online Home Alone course through First Aid Hero which covered the basic skills to stay home alone for Grade 4 and 5 students in late fall 2022. We have joined with First Aid Hero to and will get a portion of fees if you sign up for any of their courses. A Link and Code will be sent out.

2. Treat Tuesday: next Thursday on National Popcorn Day. This will be the last Treat Tuesday for 2022/2023. Other fundraisers planned.

3. Upcoming PAC Lunches:

February is Subway

March is White Spot

April is Taco Del Mar

Treasurer Report | Andrea Arnold

Report from October to today – see attached.

Item to vote – increase in prizes \$180 to \$760 for Read-a-thon.

Motion to approve Andrea, seconded by Laura K.

New Business | JC Valeros

Laura Kwong:

1. DPAC is asking for support around an issue that came up at the December School Board meeting. There was a motion to move all Board and Committee meetings to in-person starting early this year. DPAC is concerned that it will limit parent participation for those with young children and single parent families. DPAC is asking for families who are concerned about this to email the Board of Education and individual Trustee. The next School Board meeting will be on January 31 and will be virtually.

After some discussion, a motion was made by Grace for the Qayqayt PAC to write a letter to Board expressing concern about only in-person meetings, seconded by Jos. Approved.

Open Forum | JC Valeros

No questions or comments.

Ajourment | Motion to adjourn meeting

Motion to adjourn by JC, seconded by Michelle K.

Next Meeting will be on Wednesday, February 8, 2023

Upcoming PAC Meeting Dates for 2022/2023

March 8, 2023

April 12, 2023

May 10, 2023

June 14, 2023

Qayqayt PAC 2022 - 2023
Treasurer's Monthly Report - Gaming Account
Oct 12 2022 to January 11, 2023

	Oct 12 to Jan 11	Year to Date	<u>2022 - 2023</u> <u>Budget</u>	<u>Variance</u>
Expenditures				
Memberships; BCCPAC etc	-	75.00	75.00	0.00
Field Trips/School Presentations	235.10	235.10	10,150.00	(9,914.90)
Workshop - TBA	-	0.00	2,000.00	(2,000.00)
Grade 5 grad support	-	0.00	500.00	(500.00)
Salema Noon's Spring Program for Kids - Body Posivity Online library	-	0.00	1,260.00	(1,260.00)
Winter Wonderland 50/50 event - gaming licence	10.00	10.00	0.00	10.00
Winter Wonderland 50/50 - ticket rolls	20.00	20.00	0.00	20.00
Program/Event Contributions				
Sports Day Ribbons	-	0.00	300.00	(300.00)
Sports Day Food	-	0.00	1,000.00	(1,000.00)
Jump Rope For Heart Food	-	0.00	300.00	(300.00)
Outdoor Hockey Equipment	193.10	763.84	1,402.04	(638.20)
Fine Arts Equipment	-	0.00	500.00	(500.00)
Fine Arts/Science Experience	-	0.00	1,000.00	(1,000.00)
Extra Curricular Club Support	-	0.00	500.00	(500.00)
Stay Safe Online (First Aid Hero) Partial Subsidy - Student fees	366.67	366.67	375.00	(8.33)
	458.20	1,103.94	18,487.04	(17,383.10)
Revenue:				
Provincial Gaming Grant	11,260.00	0.00	(11,960.00)	11,260.00
Winter Wonderland 50/50 raffle revenue (after expenses)	457.50	457.50	0.00	457.50
	11,260.00	0.00	(11,960.00)	11,717.50

Qayqayt PAC 2022 - 2023					
Treasurer's Monthly Report - General Account					
October 12, 2022 to January 11, 2023					
	Oct 12 to Jan 11	Year to Date	2022 - 2023 Budget	Variance	
Expenditures					
PAC Office & Fundraising Supplies	24.62	69.57	400.00	(330.43)	
PAC Meeting - Childminding	-	25.00	500.00	(475.00)	
PAC Meeting - Refreshments	-	0.00	300.00	(300.00)	
Hotluches.net software	-	0.00	420.00	(420.00)	
Zoom Annual Membership	224.00	224.00	224.00	0.00	
Foodsafe certification	-	0.00	50.00	(50.00)	
Go Daddy domain purchase - qayqaytpac.ca	20.99	20.99	20.00	0.99	
Bursaries	1,000.00	1,000.00	1,000.00	0.00	
Curriculum Materials Subsidy	911.89	1,131.25	8,600.00	(7,468.75)	
Curriculum Materials Subsidy - Special Requests	26.70	32.71	1,000.00	(967.29)	
Teacher/Staff Appreciation Gifts	-	0.00	400.00	(400.00)	
Staff Appreciation Lunch	-	0.00	850.00	(900.00)	
Salema Noon Spring Program for Parents	-	0.00	367.50	(735.00)	*DPAC Gaming Grant covers expense
Parent Educational Workshop - Fall	-	0.00	500.00	(500.00)	
Parent Educational Workshop - Spring	-	0.00	500.00	(500.00)	
Sports Day - Student Volunteer Lunch	-	0.00	50.00	(50.00)	
Qayqayt Cafe coffee event - November	106.05	106.05	200.00	(93.95)	
Welcome Back / Fall Family Event - postponed	-	0	0.00	0.00	
Spring Family Event	-	0	0.00	0.00	
Winter Wonderland - popcorn station	185.42	185.42	500.00	(314.58)	*covered by NW Neighbourhood grant
		2,609.57	15,381.50	(13,189.43)	
Revenue:					
DPAC Grant - for speaker	-	367.50	735.00	(367.50)	*deposit for 2021 - 2022 year made Sep
Olivers Labels	-	0.00	100.00	(100.00)	
Mt Seymour Seasons Pass Sales	-	0.00	100.00	(100.00)	
Face Masks - Qayqayt Spirit Masks	-	0.00	500.00	(500.00)	
Purdy's Chocolates - Christmas	-	0.00	1,000.00	(1,000.00)	*pending proceeds cheque from Purdy's
Qayqayt PAC Return-it Bottle Depot	-	22.14	50.00	(27.86)	
Read-a-thon	-	0.00	3,500.00	(3,500.00)	
Rocky Point Ice Cream Truck - Sept 2022	-	109.00	300.00	(191.00)	
Art Fundraiser - cards, magnets with child's art	-	(139.62)	1,500.00	(1,639.62)	
NWFD Canucks Game	506.70	506.70	0.00	506.70	
Welcome Back Event - Donations	-	220.62	0.00	220.62	
PAC Hot Lunches					
Sep 2022 - Opal Greek Food	254.69	254.69	400.00	(145.31)	
Oct 2022 - Panago	322.15	322.15	300.00	22.15	
Nov 2022 - Woomi Sushi	326.15	326.15	300.00	26.15	
Dec 2022 - Grill Cheese	262.98	262.98	300.00	(37.02)	
February 2023	-	-	300.00	(300.00)	
March 2023	-	-	300.00	(300.00)	
April 2023	-	-	300.00	(300.00)	
May 2023	-	-	300.00	(300.00)	
June 2023	-	-	400.00	(400.00)	
PAC Treat Tuesdays					
November 2022	190.01	190.01	200.00	(9.99)	
January 2023	-	-	200.00	(200.00)	*orders still open
February 2023	-	-	200.00	(200.00)	
April 2023	-	-	200.00	(200.00)	
May 2023	-	-	200.00	(200.00)	
	1,862.68	2,442.32	11,685.00	(9,242.68)	

Qayqayt PAC Gaming Account 2022 - 2023

Statement of Revenue and Expenditures

November 9 2022 to January 11 2023

Bank Balance as of November 9, 2022	15,741.55	
Revenue:		
50/50 Draw - Winter Wonderland event	487.50	
	487.50	Total Revenue
Expenditures:		
Reimbursement for Hockey Sticks Order - Sports Equipment	(193.10)	
Reimbursement for Provincial Gaming Licence	(10.00)	
Transfer to General account - First Aid Hero - Partial student subsidy	(366.67)	
Cheque 788 - Division 11 - Hive Climbing - Booking deposit	(42.00)	
	(611.77)	Total Expenditures
	15,617.28	Balance Forward
Bank Balance as of January 11, 2023	15,617.28	
Outstanding Expenditures:		
Reimbursement for 50/50 ticket rolls - Winter Wonderland	(20.00)	
Cheque 790 - Division 11 Field Trip - Hive Climbing Student Entry	(193.10)	
	(193.10)	
	15,424.18	Total available funds

Qayqayt PAC General Account 2022 - 2023

Statement of Revenue and Expenditures

November 9, 2022 to January 11, 2023

Bank Balance as of November 9, 2022	15,591.03	
Receivables:		
New Westminster Firefighters Association - Canucks Alumni ticket sales proceeds	507.50	
First Aid Hero Partial Subsidy - Transferred from Gaming	366.67	
PAC Fundraisers (orders through hotlunches.net)		
Bambora payments	1,975.58	
E-transfers	137.67	
Cash	73.50	
Failed e-transfer - returned as deposit	200.00	
	3,260.92	Total Revenue
Expenditures:		
Cheque 211 - Woomi Sushi - November PAC Hot Lunch	(795.22)	
Cheque 208 - New Westminster Firefighters Association - Canucks Alumni ticket sales	(1,015.00)	
E-transfer - PAC Reimbursement - Go Daddy website renewal	(20.99)	
E-transfer - PAC Reimbursement - Cupcake holders - November PAC Treat Tuesday	(58.22)	
E-transfer - Curriculum Subsidy - Resource	(206.61)	
E-transfer - Cakes n Sweets - Cupcake order - November PAC Treat Tuesday	(320.00)	
E-transfer - First Aid Hero - Online course for students	(770.00)	
E-transfer - PAC Reimbursement - Zoom Annual Account fees	(224.00)	
E-transfer - PAC Reimbursement - PAC Cafe Event Coffee	(106.05)	
E-transfer - Panago New West - October PAC Hot Lunch	(1,161.00)	
E-transfer - Curriculum Subsidy - Div 29	(200.00)	
E-transfer - Curriculum Subsidy - CYCW	(200.00)	
E-transfer - Curriculum Subsidy - Library	(200.00)	
E-transfer - Special Requests - Div 11 - volunteer transit	(26.70)	
E-transfer - PAC Reimbursement - Office Binder and inserts	(24.62)	
E-transfer - Curriculum Subsidy - Div 10	(105.28)	
E-transfer - PAC Reimbursement - Art Fundraiser supplies; November PAC Hot lunch chopsticks, rice crispie squares	(193.25)	
E-transfer - Greens and Beans - Grilled Cheese orders - December PAC Hot Lunch	(630.00)	
E-transfer - PAC Reimbursement - December PAC Hot Lunch Potato Chips	(161.12)	
E-transfer - PAC Reimbursement - Winter Wonderland popcorn and supplies	(185.42)	
E-transfer - Kernels Popcorn order - PAC Treat Tuesday Jan	(425.25)	
	(7,028.73)	Total Expenditures
Bank Balance as of January 10	11,823.22	
Cash on hand (Petty Cash)	100.60	
Outstanding Receivables (yet to be deposited)		
Outstanding Expenditures:		
Cheque 156 - PAC Reimbursement - Student Gift Card Prizes - 2021 - 2022	(60.00)	
Cheque 177 - Classroom Reimbursement - Division 17 - 2021 - 2022	(214.69)	
Cheque 212 - Stofer Images	(80.01)	
Cheque 213 - New Westminster Schools - Inclusive Education Scholarship	(500.00)	
Cheque 214 - New Westminster Schools - Marites McCarthy Scholarship	(500.00)	
Cheque 215 - Curriculum Subsidy - Resource	(200.00)	
	(1,554.70)	Total Outstanding Expenditures
	10,369.12	Total available funds

Qayqayt PAC General Account 2022 - 2023

.../ balance brought forward September 21 2022 (Opening Balance) **11,466.13**
 Petty Cash 100.60

	2021-2022 Actual	Anticipated Budget	Anticipated Income	Net Difference	Actual Spent YTD	Actual Income YTD	Net Difference	Notes
General:								
PAC Office & Fundraising Supplies	332.48	(400.00)		(400.00)	(69.57)	-	(69.57)	
PAC Meeting - Childminding	0.00	(100.00)		(100.00)	(25.00)	-	(25.00)	
PAC Meetings - onsite refreshments	0.00	(100.00)		(100.00)	-	-	0.00	for volunteer appreciation May PAC meeting
Hotluches.net software	315.00	(315.00)		(315.00)	-	-	0.00	
Zoom Annual Membership	224.00	(224.00)		(224.00)	(224.00)	-	(224.00)	
								**2 x foodsafe courses (PAC members). Removed \$50 as we don't need this year; restore for 2023-24
Foodsafe certification	50.00	0.00		0.00	-	-	0.00	
GoDaddy website	20.00	(20.00)		(20.00)	(20.99)	-	(20.99)	
Contingency fund (15% of previous year actual spend)	0.00	(1,500.00)		(1,500.00)	(1,500.00)	-	(1,500.00)	
Scholarships:								
Bursaries (2x\$500)	1,000.00	(1,000.00)		(1,000.00)	(1,000.00)	-	(1,000.00)	
Teacher/Classroom:								
Curriculum Materials Subsidy	6,662.33	(8,600.00)		(8,600.00)	(1,131.25)	-	(1,131.25)	**29 divs+ 14 resource staff (incl VP as ADST teacher) = all \$200 each *note for 2023-24; move line item into regular subsidy to cover additional divisions
Curriculum Materials - Special Requests	313.96	(1,000.00)		(1,000.00)	(32.71)	-	(32.71)	4 admin (P, VP, Office x2, caretakers and departing staff)
Staff gifts	368.42	(400.00)		(400.00)	-	-	0.00	
Staff appreciation lunch	847.64	(900.00)		(900.00)	-	-	0.00	
Salema Noon Spring Program - Grades 3 to 5 - March 2023	0.00	(1,207.50)		(1,207.50)	-	-	0.00	
Presentations:								
Salema Noon Spring Program for Parents - April 2023	367.50	(367.50)		(367.50)	-	-	0.00	**Kids accompanying program paid for from Gaming Budget
Parent Topic Presentation #1 - November 2022	500.00	0.00		0.00	-	-	0.00	*remove from anticipated budget, no event for Nov 22
Parent Topic Presentation #2 - February 2023	400.00	(250.00)		(250.00)	-	-	0.00	*moved down from \$500 - pairing with Herbert Spencer for event
Grants:								
DPAC Grant - for speaker	0.00		735.00	735.00	-	367.50	367.50	**DPAC Grant - reimbursement for speaker session. Received and deposited 367.50 for 2021 - 2022 year; another 367.50 anticipated for this 2022 - 2023 yr
New West Small Neighbourhood Grant	500.00	0.00		0.00	-	-	0.00	Vancouver Foundation grant - NW Small Neighbourhood grant received June 2022 for 2022-2023 Winter Wonderland Event - Popcorn station
Fundraisers:								
<i>Sales</i>								
Olivers Labels	99.94	0.00	120.00	120.00	-	-	0.00	
Mt Seymour Seasons Pass Sales	0.00	0.00	100.00	100.00	-	-	0.00	
Face Masks - Qayqayt Spirit Masks	520.00	0.00	300.00	300.00	-	-	0.00	
Purdy's Chocolates - Christmas	945.00	0.00	1,000.00	1,000.00	-	-	0.00	*pending proceeds cheque from Purdys
Qayqayt PAC Return-it Bottle Depot	0.00	0.00	50.00	50.00	-	22.14	22.14	
Read-a-thon	3,429.03	(760.00)	5,000.00	4,240.00	-	-	0.00	*vote to increase prize budget from \$180 to 760.00 - \$20 per division/\$25 top reader/Pizza lunch for top reading class
Rocky Point Ice Cream Truck - Sept 2022	0.00	0.00	300.00	300.00	-	109.00	109.00	
Art Fundraiser - cards, magnets with child's art	1494.64	0	1,500.00	1,500.00	(139.62)	-	(139.62)	
NWFD Canucks - ticket fundraiser	0.00	0.00	0.00	0.00	(507.50)	1,014.20	506.70	*PAC keeps 50% proceeds of tickets sold, expense is payment back to NWFD
Neufeld Farms	600.00	0	600.00	600.00				
<i>Fun Lunches</i>								
Sep 2022 - Opa! Greek Food	0.00	0.00	360.00	360.00	(760.72)	1,015.41	254.69	
Oct 2022 - Panago	633.47	0.00	360.00	360.00	(1,161.00)	1,483.15	322.15	
Nov 2022 - Woomi Sushi	356.86	0.00	360.00	360.00	(848.85)	1,175.00	326.15	
Dec 2022 - Greens and Beans Grilled Cheese	472.57	0.00	360.00	360.00	(791.12)	1,054.10	262.98	
2023-02-01 - Subway	347.48	0.00	360.00	360.00	-	-	0.00	
2023-03-01 - White Spot	221.01	0.00	360.00	360.00	-	-	0.00	
2023-04-01 - Taco Del Mar	336.06	0.00	360.00	360.00	-	-	0.00	
May 2023	308.36	0.00	0.00	0.00	-	-	0.00	*remove \$360 anticipated revenue
June 2023	409.57	0.00	0.00	0.00	-	-	0.00	*remove \$360 anticipated revenue
<i>Treat Tuesdays</i>								
Nov 2022 - Mini cupcakes	194.64	0.00	200.00	200.00	(378.22)	568.23	190.01	
January 2023	225.38	0.00	200.00	200.00	(425.25)	260.75	(164.50)	*orders still open
February 2023	355.97	0.00	0.00	0.00	-	-	0.00	*remove \$200 anticipated revenue
April 2023	306.87	0.00	0.00	0.00	-	-	0.00	*remove \$200 anticipated revenue
May 2023	247.70	0.00	0.00	0.00	-	-	0.00	*remove \$200 anticipated revenue
<i>Events</i>								
Qayqayt Cafe - Back to school coffee event/PAC meet and greet - October 2022	0.00	(200.00)		(200.00)	(106.05)	0.00	(106.05)	
Welcome Back / Fall Family Event - postponed	0.00	(2,000.00)		(2,000.00)	-	220.62	220.62	*220.62 in donations
Winter Wonderland Event	200.00	(200.00)		(200.00)	(185.42)	0.00	(185.42)	*Popcorn station - NW Neighbourhood grant
Spring Family Event	0.00	(2,000.00)		(2,000.00)	-	-	0.00	
		(21,544.00)	12,625.00	(8,919.00)	(9,307.27)	7,290.10	(2,017.17)	
Anticipated Balance in Account after Budget						2,647.73		
Actual Balance in Account After Spending/Income						9,549.56		