

# CRESCENT PARK ELEMENTARY PAC MINUTES



**Date:** May 15, 2023

**Time:** 7:30 – 9:00 pm

**Location:** Virtually (Zoom)

Item	Discussion
<b>Call to order</b>	Meeting called to order by Leslie Parker @ 7:33 pm
<b>Land Acknowledgment</b>	Completed by Leslie Parker
<b>Attendance</b>	<b>Attendees</b> <ul style="list-style-type: none"><li>• Leslie Parker – President</li><li>• Amber Magnus Co-Vice President</li><li>• Kelsey Gares – Co-Vice President</li><li>• Erin Yeager – Treasurer</li><li>• Erica Graves – Secretary</li><li>• Pinder Tatlay - DPAC</li><li>• Jolene Elder – Principal</li><li>• Adebukola Oyeleke</li><li>• Ally Ulmer</li><li>• Kasey Bolam</li><li>• Kim Baxter</li><li>• Carlie Oyenhart</li><li>• Britt White</li><li>• Christine Il-Legar</li></ul>
<b>Approvals</b>	<b>Approval of April meeting minutes</b> <ul style="list-style-type: none"><li>• Approved by Amber and Leslie</li></ul> <b>Approval of meeting agenda</b> <ul style="list-style-type: none"><li>• Approved by Erica and Amber</li></ul>
<b>Nominations</b>	<b>Nominations for 2023/2024 CPPAC</b> <p><b>*Nominations were completed for 2023/2024 CPPAC. Ally Ulmer approved, and no attendees opposed. Nominations are listed. Elections will occur on June 12<sup>th</sup> CPPAC meeting.</b></p> <ul style="list-style-type: none"><li>• <b>President</b> - Leslie Parker</li><li>• <b>Co-Vice President</b> - Amber Magnus</li><li>• <b>Co-Vice President</b> - Kelsey Gares</li></ul>

Item	Discussion
	<ul style="list-style-type: none"> <li>• <b>Treasurer</b> - Erin Yeager</li> <li>• <b>Co-Secretary</b> - Erica Graves</li> <li>• <b>Co-Secretary</b> – Britt White</li> </ul>
<b>Principals report</b>	<p><b><u>PAC May 2023</u></b>  <b><u>Principal's Report</u></b></p> <ol style="list-style-type: none"> <li>1. Staffing       <ol style="list-style-type: none"> <li>a. We have currently hired Sylvia Godwin as our grade 2/3 teacher</li> <li>b. We are saying goodbye to Olivia Kuenzig (going to Riverdale)           <ol style="list-style-type: none"> <li>i. Grade 6/7 FRIM being posted</li> </ol> </li> <li>c. Mr. Holland is back with us as our counsellor</li> <li>d. We do not know yet who will be our CCW, 2nd/3<sup>rd</sup> LST or 2<sup>nd</sup> IST</li> <li>e. EA/ABA's becoming IESW (Inclusive Education Support Workers)</li> </ol> </li> <li>2. End of the year       <ol style="list-style-type: none"> <li>a. Early dismissal (1:30pm on June 29<sup>th</sup> – last day)</li> <li>b. Library books to be returned by June 12<sup>th</sup></li> </ol> </li> <li>3. Special Events       <ol style="list-style-type: none"> <li>a. Pro-D Day – May 29</li> <li>b. Bike to School Week – May 30-June 2           <ol style="list-style-type: none"> <li>i. Bike Parade on the 2<sup>nd</sup> @ 9:00-9:30am</li> </ol> </li> <li>c. Track Meet – May 31</li> <li>d. Scholastic Book Fair – June 7-9</li> <li>e. Sports Day – June 16</li> <li>f. Grade 7 Ceremony – June 27 (By invite only)</li> <li>g. Year-end Assembly – June 29 (Parents are welcome)</li> </ol> </li> <li>4. Finances       <ol style="list-style-type: none"> <li>a. Next year:           <ol style="list-style-type: none"> <li>I. Get \$ signed over right away</li> <li>II. I am applying for Art Starts Grant (worth \$300) &amp; will hopefully be able to utilize PAC funds to pay for the remaining balances --- Approx. \$1700 for 2 performances</li> </ol> </li> </ol> </li> </ol>
<b>Treasury report</b>	<p><b>*See attached</b>  <b>Highlights:</b></p> <ul style="list-style-type: none"> <li>• \$36.76 overpayment in Grade 7 BINGO expenses - missed a refund receipt. Will be adjusted in May 2023.</li> <li>• \$10K tech donation to the school.</li> </ul>
<b>DPAC Report</b>	<ul style="list-style-type: none"> <li>• <b>No updates</b></li> <li>• Next meeting May 24<sup>th</sup> 7pm-9pm (<a href="https://surreydpac.ca/dpac-meetings/">https://surreydpac.ca/dpac-meetings/</a>)</li> </ul>
<b>Fundraisers</b>	<p><b>Art Cards</b> – Underway. Card samples sent home.  <b>Spring Fling</b> – still working out numbers. approximately \$14000 profit  <b>Fun Fair</b> – <b>booked</b> June 17 from 11am-3pm</p>

Item	Discussion
	<ul style="list-style-type: none"> <li>• Games, bouncy castle, FH 12, Rabbits, Bake Parade</li> <li>• Volunteers needed – Sign up genius available</li> </ul>
<b>Old Business</b>	<p><b>Emergency supplies/ earthquake kits</b></p> <ul style="list-style-type: none"> <li>• Adrian and Katherine have taken inventory and cleaned out container.</li> <li>• Pop up tents purchased. These are available for non-emergency use as well. (track meets/school events)</li> </ul> <p><b>Spirit wear</b></p> <ul style="list-style-type: none"> <li>• Importance of school community inclusion on changes discussed</li> <li>• Teachers are interested in joining a committee</li> <li>• Teachers are open to change but wanting to understand why change necessary</li> </ul> <p><b>Sports equipment</b></p> <ul style="list-style-type: none"> <li>• Outdoor sports equipment has all been ordered</li> <li>• Everything slowly coming in (most things were backordered)</li> </ul> <p><b>Technology</b></p> <ul style="list-style-type: none"> <li>• iPads for the library have been ordered and should be coming in soon</li> </ul> <p><b>Teacher’s appreciation lunch</b></p> <ul style="list-style-type: none"> <li>• May 24<sup>th</sup> for all CP staff members (approximately 46)</li> <li>• Sunflower cafe</li> <li>• Organized by Carlie Oyenhart/Jackie Hudson</li> <li>• Discussion of florals</li> </ul>
<b>New Business</b>	<p><b>New Courses introduced next year for students</b></p> <ul style="list-style-type: none"> <li>• <b>White Hatter</b> <ul style="list-style-type: none"> <li>○ Fall 2023</li> <li>○ Pac Funded</li> </ul> </li> <li>• <b>Babysitting course, Stay safe alone, My safe life</b> <ul style="list-style-type: none"> <li>○ Available for different age ranges</li> <li>○ Approx. \$55.00</li> <li>○ Likely won’t be run as a fundraiser but rather just offered to interested students</li> <li>○ Funding available for those requesting support</li> </ul> </li> </ul> <p><b>Communication</b></p> <ul style="list-style-type: none"> <li>• PAC received feedback communication difficulties for amongst parents</li> <li>• Newsletter receiving good traction (75%)</li> <li>• Parents having difficulty knowing how to find volunteer opportunities</li> <li>• Discussed meet and greets with PAC Members for Fall and throughout the year</li> <li>• Fixed PAC email issues</li> <li>• Contact Information: <ul style="list-style-type: none"> <li><b>Email :</b> <a href="mailto:hellocppac@gmail.com">hellocppac@gmail.com</a></li> <li><b>Fb:</b> Ecole Crescent Park Elementary PAC</li> <li><b>Insta:</b> cresecentparkpac</li> <li><b>Website:</b> crescentparkpac.com</li> <li><b>Newsletter:</b> mailchimp Crescent Park Pac</li> </ul> </li> </ul>

Item	Discussion
	<p data-bbox="418 220 472 247"><b>Fans</b></p> <ul data-bbox="467 260 1084 369" style="list-style-type: none"><li data-bbox="467 260 1084 296">• Indoors very warm especially during hotter days</li><li data-bbox="467 302 821 331">• Discussed purchasing fans</li><li data-bbox="467 338 906 369">• Erica G will donate large floor fan</li></ul> <p data-bbox="418 384 607 413"><b>Space clean ups</b></p> <ul data-bbox="467 426 846 493" style="list-style-type: none"><li data-bbox="467 426 846 455">• Underground area potential</li><li data-bbox="467 462 662 493">• Kitchen area</li></ul> <p data-bbox="418 508 548 537"><b>Pizza Party</b></p> <ul data-bbox="467 550 1349 703" style="list-style-type: none"><li data-bbox="467 550 1230 579">• Spring fling class donation was supposed to win a pizza party</li><li data-bbox="467 585 1349 615">• Discussed doing it school wide as a reward to everyone’s contributions</li><li data-bbox="467 621 659 651">• Panago deal</li><li data-bbox="467 657 954 703">• PAC approved – extra funds available</li></ul>
<b>Conclusion</b>	<ul data-bbox="418 716 1045 783" style="list-style-type: none"><li data-bbox="418 716 821 745">• Meeting adjourned at 8:42pm</li><li data-bbox="418 751 1045 783">• Next meeting June 19, 2023 at 7:30 pm via Zoom</li></ul>



# FINANCIAL DASHBOARD

April 2023

**Date**

Sep 2022 - Apr 2023 MONTHS ▾

2022 2023

OCT NOV DEC JAN FEB MAR APR MAY JUN

INCOME STATEMENT - YTD		
	Actual	Budget
<b>Income</b>	<b>\$115,789</b>	<b>\$112,650</b>
Art Cards Program		\$2,400
BINGO Concession Sales	\$723	
BINGO Ticket Sales	\$429	
Donations		\$1,500
Floral Program		\$850
Fun Fair		\$10,000
Gaming Grant	\$7,000	\$7,000
Grade 7 Grad Sales - Sundries	\$3,107	
Hot Lunch Program	\$90,031	\$60,000
Hot Lunch Program - Sundries	\$3,470	
Neufeld Farm Program	\$5,982	\$12,000
Other Income	\$2,646	
Purdy's Program	\$2,400	\$1,200
Spirit Wear		\$2,700
Spring Dance		\$15,000
<b>Expenses</b>	<b>\$95,013</b>	<b>\$106,400</b>
Administration	\$16	\$600
BINGO Concession Expenses	\$420	
BINGO Ticket Expenses	\$140	
Computers & Tech	\$10,000	
Fieldtrip Fund	\$5,100	\$5,100
Fun Fair Fund		\$10,000
Garden Maintenance		\$500
Gift Account - Leaving Teachers		\$200
Grade 7 Grad Donation - PAC Contribution	\$3,818	\$1,500
Grade 7 Grad Sundries	\$1,553	
Hospitality	\$457	\$3,500
Hot Lunch	\$53,065	\$45,000
Hot Lunch - Sundries	\$114	
Library		\$300
Movie Night Fund		\$1,000
Neufeld Farm	\$4,775	\$9,550
Santa Breakfast Fund	\$1,556	\$2,000
Scholarships	\$1,500	\$1,500
School Musical Fund	\$5,000	\$5,000
Spirit Wear Fund		\$2,500
Sports Day Snack		\$400
Sports Equipment	\$2,250	
Spring Dance Fund		\$7,000
Student Education Programs		\$3,500
Teachers Fund	\$5,250	\$5,250
Winter Dance Fund		\$2,000
<b>Net Income</b>	<b>\$20,776</b>	<b>\$6,250</b>

**Fiscal**

2021/2022

2022/2023

**Variance (%)**

232.4%

**Fiscal**

2021/2022

2022/2023

**FINANCIAL COMMENTS**

- "Other Income" includes refund from the school for the school musical & the annual subsidy to the PAC from the Surrey School Board.

- \$36.76 overpayment in Grade 7 BINGO expenses - missed a refund receipt. Will be adjusted in May 2023.

- \$10K tech donation to the school.

**SCHOOL ENROLLMENT STATS**

Div 1	24	Div 9	21
Div 2	28	Div 10	20
Div 3	25	Div 11	20
Div 4	15	Div 12	21
Div 5	28	Div 13	21
Div 6	28	Div 14	19
Div 7	25	Div 15	18
Div 8	27		
<b>Kindie</b>	<b>30</b>	<b>Grade 4</b>	<b>42</b>
<b>Grade 1</b>	<b>39</b>	<b>Grade 5</b>	<b>38</b>
<b>Grade 2</b>	<b>30</b>	<b>Grade 6</b>	<b>59</b>
<b>Grade 3</b>	<b>41</b>	<b>Grade 7</b>	<b>61</b>
<b>Total Student Enrollment</b>	<b>340</b>		

**Date**

Apr 2023 MONTHS ▾

2022 2023

NOV DEC JAN FEB MAR APR MAY JUN

**INCOME STATEMENT - BY MONTH**

	Actual
<b>Income</b>	<b>\$6,774</b>
Other Income	\$2,379
Grade 7 Grad Sales - Sundries	\$1,488
Hot Lunch Program - Sundries	\$1,755
BINGO Ticket Sales	\$429
BINGO Concession Sales	\$723
<b>Expenses</b>	<b>\$21,175</b>
Administration	\$2
Hot Lunch	\$8,473
Scholarships	\$1,500
Computers & Tech	\$10,000
Grade 7 Grad Sundries	\$527
BINGO Concession Expenses	\$420
BINGO Ticket Expenses	\$140
Hot Lunch - Sundries	\$114
<b>Net Income</b>	<b>-\$14,402</b>

**Fiscal**

2022/2023

**Month**

April

**BANK BALANCES**

	Balance
PAC Gaming	\$960
PAC Operating	\$100,558
<b>Total Cash</b>	<b>\$101,519</b>

**Fiscal**

2022/2023

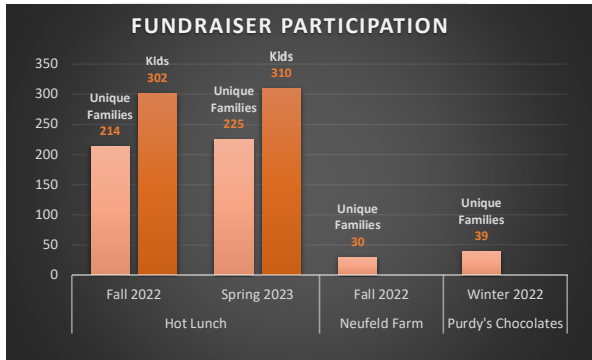
**Month**

March

April

**BALANCE SHEET**

<b>Assets</b>	<b>\$101,519</b>
Cash in Gaming Account	\$960
Cash in Operating Account	\$100,558
<b>Liabilities &amp; Equity</b>	<b>\$101,519</b>
Accounts Payable - Vendors	\$10,634
Retained Earnings (Previous Year)	\$70,109
Current Earnings (YTD)	\$20,776



**Program**

Hot Lunch

Neufeld Farm

Purdy's Chocolates

**Term**

Fall 2022

Spring 2023

Winter 2022

**GRADE 7 GRAD SUMMARY - as of month end**

PAC Contribution	\$ 1,500.00
Neufeld (Spring Campaign) Income	\$ -
Purdy's (Christmas) Income	\$ 2,400.00
Bingo Concessions Income	\$ 303.64
Grade 7 Sundry Income (Donut/Samosa)	\$ 1,553.79
<b>TOTAL FUNDS</b>	<b>\$ 5,757.43</b>
Funds Given to Crescent Park School <small>(Cultas Lake/Jubilee Deposits)</small>	\$ 3,817.59
<b>REMAINING</b>	<b>\$ 1,939.84</b>