

Meeting Minutes

Forest Grove Parent Advisory Committee Meeting

May 19, 2021

Present: Kurt Gurney (Principal), Janet Ambrosio (Chair), Selena Yip (Vice Chair), Erika Hospina (Member at Large), Beth Zapadka (Secretary), plus 8 parents

Action items for next meeting 

Meeting called to order: 7:00PM

Welcome and introductions

Principal's Report

- Please see attached Principal's Report

Executive Report – Janet Ambrosio

- Meetings are held every 3rd Wednesday of the month and meeting minutes are posted on the Forest Grove Website as well as the Forest Grove PAC website. Meeting attendees are e-mailed a draft copy for review and approval before the finalized copy is published.
- PAC Bylaws will be reviewed at the end of the meeting
- BMSS Virtual Ceremony is happening the week of June 21st – contact the PAC if you are interested in attending on behalf of Forest Grove Elementary
- BCCPAC parent education conference May 28-29 – Lots of interesting speakers and subsidies may be available for parents wishing to attend.

Treasurer's Report – Beth Zapadka on behalf of Angela Cook

- Reviewed Balance Sheet and Income Statement (see attached)

Motion to approve the Treasurer's Reports.

Moved by Janet Ambrosio. Seconded by Selena Yip. Motion passed.

Committee Reports

DPAC – Erika Hospina

- District budget - Burnaby typically doesn't go into a deficit but did this year by \$12.5M due to the pandemic, mainly driven by the lack of international students and related funding
- Parents are invited to attend a parent education session on Mindfulness and Stress Management for Teens and PreTeens on June 8th at 7pm – Register here: <http://www.burnabydpac.com/event/5137/> Session on Mindfulness and stress management for teens and preteens
- Next DPAC meeting is scheduled for Sept 20th

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Health & Safety - Parking/drop off – Meagan Carver

- Parking drop-off has been more difficult lately with more car volume and parking in the teacher-only parking lot, mainly by K and Grade 1 parents
- There is now a chain to close off the lot
- Discussed adding signage, putting out a notice, as well as adding a reminder to the next newsletter
- Please contact the PAC if you're available to help Meagan with monitoring the parking lots to keep our kids safe

Health & Safety – Saleema Noon – Kurt Gurney

- The school got access to Saleema Noon content and it was also shared with parents. Access expires on Friday, June 11th and can be obtained using this [link](#). We hope you find/found it useful!

Seed to table program – Selena Yip on behalf of Barb McMahon

- May 2021 marks the 10yr anniversary of when the school garden was built !
- Thank you to all who helped, supported, encouraged, and rallied to create this space on Burnaby Mountain.

Emergency Preparedness – Erika Hospina

- No change from last meeting

Grade 7 Grad – Brenda Nicholas

- Jenny is working on the yearbooks
- Erika and Veronica are working on the swag bags
- Brenda will put together the lunch orders, which will be completed in class
- Adrienne is taking care of the frozen yogurt
- Dana and team working on decorations, which will include an Italian-themed photo wall and photo props
- Big update: parents will not be on site and ceremony will be videotaped and hopefully live streamed. If this is the case then the ceremony may be done in the gym VS outside. Lunch will still be held outside.
- Teachers are also planning something fun
- Big shout out to Mickey Nguyen's family who made a very generous donation of \$1,000 towards the Grade 7 grad. Thank you!

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So Fun

- **Read-a-thon – Kim Yuen**
 - The event was successful and raised \$2,619.70
- **Cookbook – Athena Turner**
 - Communication was sent out and orders started to come in. Unfortunately, we don't have the technology to immediately send out the PDF-copy cookbooks upon purchase. They will be sent out after sales close at the beginning of June.
 - Cookbooks will be printed based on sales and distributed after a 3-day quarantine period.
 - Kim was looking into option of using the Square app to allow us to sell to the community outside of the school
- **Business directory – Kim Yuen – no update**

Non-Event fundraising - Athena Turner

- **Creative school supply packs – Final copy is being reviewed and will be sent out shortly to begin the order process**

Grants – Nicole Gladish

- No change from last meeting

Teacher appreciation – Alex Horgan

- No updates

Website & Social media – Kim Yuen

- No updates – Please continue to send any post requests to Kim.

Mandarin Program – Kurt Gurney on behalf of Adrienne Chow

- Assessment started for Grade 7 students

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2021/2022 Executive Nominees & Vote

- Chair – Janet Ambrosio
- Vice Chair – Selena Yip
- Treasurer – Angela Cook
- Member at Large - Meagan Carver
- Secretary – no nominations – Janet will send out another notification

All attendees were in favour. No objections. Congratulations to the new PAC Exec!

New business

- Bylaws – Some feedback comments were not saved in the main document so they will be updated and the bylaw finalization will be tabled to next meeting.
- Trans Mountain fundraising opportunity – A parent of a Forest Grove graduate is advocating for this funding to use towards Sprouting Chefs but cannot represent the school as she is no longer a part of the school PAC. Is anyone interested in representing the school as a liaison between the committee? Amanda Kelloway showed interest and will obtain more information.

Motion to adjourn @ 8:30PM

Next meeting Wednesday, June 16, 2021

For more information please feel free to email the PAC at forestgrovepac@gmail.com

PRINCIPAL'S REPORT– MAY 2021

Recent Events:

1. WORDS Writing Competition
 - a. 8 students published this year which is astounding when you consider 100 authors were selected from 48 schools...way to go!
2. Basketball Teams
 - a. Still continues with 2 cohorts (big thanks to Ms. Sue who is driving this)
 - b. Hoping to organize a Bump Competition soon with each cohort
3. Saleema Noon Sessions have begun
 - a. I'm glad to hear that many families have been using the resource
4. New Principal?
 - a. Mr. Oliver (grade 2) was a wonderful Principal for a Day
 - i. Extra recess
 - ii. No homework and extra exploration time
 - iii. Even surprised his class with a movie showing with popcorn
 - b. Big thanks to the PAC for organizing the Readathon...it was a lot of fun
5. Mandarin Program
 - a. Assessment for grade 7's started today with the oral component happening tomorrow.
 - b. This assessment will help for students transitioning to high school and helping to ensure the proper placement moving forward

Upcoming Events:

1. Forest Grove working with the Ministry
 - a. We have a team of 6 staff working with the province on developing Proficiency Standards to better match the revised curriculum
 - b. This is a 2-year commitment
2. Planning for next year
 - a. Just a reminder that an email went out to all families allowing for input on student needs and providing the school with information when considering class placements for next year.

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Forest Grove PAC
Balance Sheet Standard
As of May 19, 2021

	May 19, '21
ASSETS	
Current Assets	
Checking/Savings	
Bank Accounts	
Vancity General	43,363.38
Vancity Gaming	25.44
Vancity General Class B Shares	11.43
Total Bank Accounts	43,400.25
School Accounts	
School Account Donations	2,156.92
School Account Safety Supplies	3,982.82
School Account Walk/Read A ...	544.80
School Account Gr 7 Fundraisi...	1,230.00
Total School Accounts	7,914.54
Total Checking/Savings	51,314.79
Accounts Receivable	
Accounts Receivable	
Charitable Impact	1,480.00
Flip Give	308.00
Return It Recycling	310.63
Total Accounts Receivable	2,098.63
Total Accounts Receivable	2,098.63
Total Current Assets	53,413.42
TOTAL ASSETS	53,413.42
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	561.82
Total Accounts Payable	561.82
Other Current Liabilities	
Unearned Revenue Trans Mtn.	3,945.37
Munch a Lunch	3,178.54
Total Other Current Liabilities	7,123.91

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Forest Grove PAC
Balance Sheet Standard
As of May 19, 2021

	<u>May 19, '21</u>
Total Current Liabilities	<u>7,685.73</u>
Total Liabilities	7,685.73
Equity	
Opening Balance Equity	32,043.45
Retained Earnings	14,252.32
Net Income	<u>-568.08</u>
Total Equity	<u>45,727.69</u>
TOTAL LIABILITIES & EQUITY	<u><u>53,413.42</u></u>

Forest Grove PAC
Profit and Loss Standard
September 1, 2020 through May 19, 2021

	Sep 1, '20 – May 19, '21
Ordinary Income/Expense	
Income	
Direct Donation Drive	4,128.00
Government Grants	
Province of BC Gaming Grant	6,600.00
S.D. #41 Operating Grant	175.80
Total Government Grants	6,775.80
Non Event Fundraising	
Cookbooks	690.66
Creative Packs	500.00
Flip Give	308.00
Stay Safe Course	187.14
T-Shirts	303.96
Total Non Event Fundraising	1,989.76
So Fun Income Events	
Monster Hunt	477.20
Movie Night #1	859.32
Read / Walk-a-Thon	2,455.45
Total So Fun Income Events	3,791.97
Interest Earned	0.97
Dividend Income	0.26
Total Income	16,686.76
Expense	
Teacher's Wish List	
Div Allowance Incl Field Trips	
Div. 1 Shirley	317.79
Div. 2 Nussbaumer	280.91
Div. 3 Zanette & Pickering	692.54
Div. 4 Li	665.00
Div. 5 Mitchell	316.90
Div. 6 Lin	569.38
Div. 7 Sheng	580.09
Div. 8 Howard	611.71
Div. 9 Driedger	542.19
Div. 10 Ma	615.39
Div. 11 Blackford	532.44
Div. 12 Sutton & Tiplady	598.57
Div. 13 Lau	563.95
Div. 14 Mackie	513.87
Div. 15 Hsu	610.26

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Forest Grove PAC
Profit and Loss Standard
September 1, 2020 through May 19, 2021

	Sep 1, '20 – May 19, '21
Div. 16 Howey & Tiplady	500.60
Total Div Allowance Incl Field ...	8,511.59
Cultural Learning	229.60
Dance Club	65.49
Total Teacher's Wish List	8,806.68
So Fun Expense Events	
Hot Lunch	338.00
Welcome Back Coffee	122.28
Pancake Breakfast	499.92
Total So Fun Expense Events	960.20
Grade 7	
Grad	-1,079.10
Total Grade 7	-1,079.10
Sprouting Chefs	
Garden Club	2,171.26
Seed to Table Program	3,750.00
Soil	250.00
Total Sprouting Chefs	6,171.26
Emergency Prep	0.00
Staff Appreciation	601.60
Saleema Noon	1,219.20
Scholarship Former FG Student	500.00
BCCPAC Membership	75.00
Total Expense	17,254.84
Net Ordinary Income	-568.08
Net Income	-568.08