

École Margaret Jenkins School

Parent Advisory Council Meeting Thursday, September 23, 2021 (7pm, Zoom)

1. Welcome and introductions
2. Approval of the minutes from the May 27 meeting and agenda additions (Approved)
3. Update from our new VP, Ms. Poirier
Ms. Poirier is happy to be here at the school and feels welcome and excited to continue to grow the Leadership club, grade 5, which is focused on acts of service and explorations of meaningful leadership and random acts of kindness, and raising funds for a charitable cause. She has ideas to develop “Ted Talk” speaking events that explore the children’s passions. She will support the student leaders in brainstorming processes and follow their lead. She is open to emails and calls and welcomes the input from the community.
4. Update from school counsellor, music teacher and dance & drama teacher
Stacy Awalt – Music: She is excited to be here at EMJS and looks forward to the Indigenous drumming next week
Laura Knapp - Dance and Drama: Was previously at Gordon Head. She has 250 students (grades 3 and up) and is working on getting to know everyone and all their names. She has a dance degree and is excited to share her passions with the children and will introduce drama games and choreography in the coming weeks.
5. PAC overview & 2021/22 budget
PAC is dipping into reserves from years past to fund: Science Venture, Chess, Camp Thunderbird, Performances and Presentations, Extra Curricular Events, Staff Appreciation and PAC admin expenses; Need to raise \$15-20,000 for next year
6. PAC Event Updates
New Executive Members: John McKenzie & Kate Brown Treasurer; Rosie Burn - Newsletter
PAC supports the quality of education and community building events such as the BBQ, Make Sale, Fall Dance, Spring Fair, Christmas Hampers organized through the Stan Hagen Society and Walk and Wheel Week.

Successful Events PAC funded from last year:

- Ultimate for all ages
 - Everyone Rides cycling program
 - School Garden
 - Funds for Teachers - Classroom Art Supplies & Field Trips
 - Grade 5 Camp Thunderbird
 - Science Venture
 - Parent Education Sessions
- In all \$27,000

Gaming Grant = \$20 per student - \$9,000 for extra-curricular activities

- Class reps - sign up [here](#)
 - Passive fundraising – easy ways to raise \$ for the PAC
 - Cobs Bread in Oak Bay – Dough Raiser account
 - Fairway Market - pre paid cards 5%
 - Finn & Izzy - \$5 to the PAC for every pair of shoes purchased > \$50.
 - The Soap Exchange
 - Munro's Books
 - Hot lunch (Betty)
 - Register for an account & order 1 lunch a month,
 - Order for each of those months, still in process
 - Staff appreciation (Betty)
 - Cookies and coffee for staff once/month – cookies donated by Thrifty's, coffee donated by Starbucks in Oak Bay
 - Emergency supplies (Tariq)
 - Last year an extensive review of supplies resulted in a replenishment of food and water that has a 25 and 50 year shelf life rather than being replaced every year. First Aid - no index of supplies and placement, this year the team will be creating a systematic index and supply list with access identified. The team hopes to complete by the end of term.
 - Parent education
 - Co-host with other PAC's focus
 - Truth and Reconciliation Claire Hutton - providing info for newsletter
 - Talk on Environment / Spring Earth Day
 - Anti Bullying / Feb. Pink Shirt Day
 - Mothers against Racism / November How to Raise an Anti Racist child.
 - PAC is open to ideas for guest speakers
 - All previous talks are on hot lunch web site
 - Walk & Wheel to School Week - sign up to help [here](#)
 - Oct.4-8th Active Transport to school. Every morning kids enter for daily prizes, 3-4 daily draws. CJ canvassing for prizes. Previous years over half of school walked or cycled to school. Please sign up to help support the event
 - Grade 5 Committee – hoodies available to order.
 - Other volunteer opportunities - sign up [here](#)
 - Cross-country grades 3-5 starts tomorrow, parent volunteers are needed 1.5hr before school on field Mondays, Wednesdays and Fridays Sign up genius, going out soon
7. Teachers' update – Ashley Frketich
- This has been a closer to normal start and has meant a quicker transition back into school and everyone is settling in well. Thank you for the PAC treats, this really helps morale. Ms. Maddern / Note from the Library: Library is back to weekly lessons/ 30-40min storytime followed by book exchange. She also provides reading support for children and teachers. There are digital resources such as Tumblebooks.library.com Access: MJenkins Password: Books
 - Book Sale Oct.4-8th Scholastic Online: 20% of sales goes to Library
 - Nov. 23-30 Munro's Books ½ profits for go to school library
8. Principal's update – Mr. Hansen

- So far things are going extremely well. Feels really good to be back and looking forward to his second year and being closer to “normal”. Other than Ellen John and Val Mucciarelli have been hired, which James is super excited and feeling very lucky about, there are no new teacher changes.
- No staggered Start, no cohort and no hybrid classes unlike last year. It is very exciting for the children to be able to have everyone playing together. Children are still encouraged to give space and there is more access as parents can come in with masks (mandatory), sign in & drop off at the office - these are big steps from last year.
- Exposures: Last year isolating events, nothing spread. Like last year Island Health contact and information goes to CDC - decides who is called to isolate. The difference for this year is no general notice to schools about exposures.
- Assemblies will happen this year later in the fall with limited size groups: school divided into primary and intermediate for size control. Volunteers are allowed in certain circumstances more generally. In general, the school is starting slow and on the side of caution. There have been about 40-50 emails from parents about covid issues, and he is doing his best to give information and support parents' concerns.
- Parent Teacher via Zoom 6th and 7th early dismissal.
- Projector is installed! Thank you PAC
- PAC to look at logo and create something with First Nations that is more specific to our community and location. Oaklands has a totem at the entrance, perhaps something along these lines or a mural.
- FSA's exams on Oct.4th Sample test available grade 4
- Report Cards 4-5, reduce the use of grades, more positive and detailed way of addressing progress

9. New business and open Q & A

- Question: After School Play on the playground, can it come back?
Answer: Not at this time. Will revisit later in the year.
- Question: Gate congestion at Fairfield gates
Answer: James will send out a reminder not to congrats right at the gates.
- Question: Concern about the mixed messages, differing levels of comfort, how we all interpret rules
Answer: James will offer more communication. School is following all public health guidelines and it is harder than last year as it was more strict and clear cut last year. He is collaborating with SJD and Willows to find common approaches for the community.

Next meeting: Oct 21, 2021 on Zoom - register [here](#)

New EMJS Video available [here](#)

Need to contact the PAC Exec? Email Chair@emjspac.ca or Exec@emjspac.ca

EMJS PAC Website, Online Orders and Class Contact Lists: <https://emjs.hotlunches.net>

Newsletter subscription: <https://tinyurl.com/ycn4fxab>

EMJS PAC on Twitter & Instagram: @emjs_pac

EMJS PAC Facebook group: [EMJS PAC](#)

School Website and Calendar: <https://margaretjenkins.sd61.bc.ca>

EMJS PAC

Budget for Period:

August 1, 2020 to July 31, 2021

Pending approval at May 2021 AGM

	Budget
REVENUE/RECEIPTS	
0	Current year Fundraising Income (General Acct/non-gaming activities)
1	Lunches 0.00
2	Fall Dance 0.00
3	Spring Fair 0.00
4	TBD Community-Building Events (BBQ...) 0.00
5	Make Sale 0.00
6	Hampers/Subsidized Lunches 0.00
7	Grade 5 Committee (hoodies/events/legacy) 0.00
8	Parent Education 250.00
9	Other Fundraising (Clothing, Purdy's, Growing Smiles...) 0.00
10	
11	Current year Grants & Other Sources of Revenue
13	Kickback Programs (Monk, Munros, Cobs, Fairway, Finn&Izzy, 0.00
14	* Gaming Event Proceeds (raffles) 0.00
15	* Gaming Grant 9,000.00
16	Other Grants 0.00
18	
19	Total Revenue 9,250.00
20	Savings from previous years (planned spending)
21	Fundraising from previous year (2020-21) 2,277.00
22	Additional budget surplus at end of previous year (2020-21) 2,995.00
23	Planned VAC fund spending (for art supplies or legacy art project w/ 1,500.00
24	Planned Bike Club fund spending (for iRide, walk & wheel week) 1,300.00
25	Planned emerg supplies fund spending (restocking first aid & lockdown 489.00
26	CONTINGENCY TO BE SPENT (funds from previous years' surplus) 9,000.00
27	TBD (for possible future use, hide this row if not using)
28	TBD (for possible future use, hide this row if not using)
29	
30	Total Funds Committed to Budget 26,811.00
31	EXPENSES/DISBURSEMENTS
32	2021/22 School Initiatives Subsidized by PAC
33	Ongoing Extracurricular and Cocurricular Enrichments
34	~ Science Venture Workshops (K-5) 1,825.00
35	* Camp Thunderbird or TBD gr5 expense (Gr 5) 1,500.00
36	* Chess (Gr 1-5) 4,200.00
37	~ TBD Extracurricular Presenters/Performers (K-5) 500.00
38	~ TBD Physical Enrichment (ultimate, dance, yoga, PISE, circus, karate...) (K-

39	Art Supplies (K-5)	1,500.00
40	Music Supplies (instruments, repair, school performance supplies) (K-5)	500.00
42	TOTAL Specialized Extracurricular Instruction	13,025.00
43		
44	Class Allotments	
45	Class Funds for Projects (not gaming grant eligible)	3,500.00
46	* Field Trips & Extracurricular Activities (gaming grant eligible)	3,500.00
47	TOTAL Class Allotments	7,000.00
48		
49	PAC Initiatives & Fundraising for 2021/22 Programs	
50	Community Building & Fundraising Expenses (Revenue Related)	
51	Lunches	0.00
52	~ Fall Dance	0.00
53	~ Spring Fair	0.00
54	~ TBD Community-Building Events (BBQ...)	0.00
55	~ Make Sale	0.00
56	Hampers/Subsidized Lunches	0.00
57	~ Grade 5 Committee (hoodies/events/legacy)	0.00
58	Parent Education	250.00
59	Other Fundraising (Clothing, Purdy's, Growing Smiles...)	0.00
60	TOTAL Revenue Related	250.00
61		
62	Other (Benefiting Staff & Parents - not gaming grant eligible)	
63	Staff Appreciation Luncheon & Gifts (not gaming grant eligible)	1,000.00
64	PAC Admin/Miscellaneous (website, office supplies, cheques/bank fees)	800.00
65	TOTAL Other	1,800.00
66		
67	Special Projects	
68	~ Walk-and-wheel weeks	400.00
69	~ iRide cycling instruction (Gr 4/5)	900.00
70	~ Gardening	1,000.00
71	Emergency Supplies	1,500.00
72	classroom)	0.00
73	~ TBD Other Projects (e.g. playground equipment, jerseys)	1,000.00
74	TBD	0.00
75	TBD	0.00
76	TBD	0.00
77	TBD	0.00
78	TBD	0.00
79	TBD	0.00
80	TBD	0.00
81	TOTAL Miscellaneous Projects	4,800.00
82		
83	TOTAL Expenses	26,875.00
84	Anticipated Excess (or Shortfall) to put toward next year's budget	(64.00)
85		

THE FOLLOWING SECTION HELPS FORECAST FUNDS FOR NEXT YEAR

Breakdown: Net Fundraising Profits Generated (calculated, included	
(calculated) Proceeds from Lunches(lines 1-51)	0.00
(calculated) Proceeds from Fall Dance(lines 2-52)	0.00
(calculated) Proceeds from Spring Fair(lines 3-53)	0.00
(calculated) Proceeds from TBD Community-Building Events (BBQ...)(lines 4-54)	0.00
(calculated) Proceeds from Make Sale(lines 5-55)	0.00
(calculated) Proceeds from Hampers/Subsidized Lunches(lines 6-56)	0.00
(calculated) Proceeds from Grade 5 Committee (hoodies/events/legacy)(lines 7-5)	0.00
(calculated) Proceeds from Parent Education(lines 8-58)	0.00
(calculated) Proceeds from Other Fundraising (Clothing, Purdy's, Growing Smiles)	0.00
Total Fundraising Profits to carry forward to General Funds next year	0.00

Breakdown: Forecasted surplus remaining in designated funds at year	
(calculated) VAC (value at start of year = \$)	4,127.02
(calculated) Bike Club (value at start of year = \$1541.38)	241.38
(calculated) Smilecard (value at start of year = \$0)	0.00
(calculated) ParentEd (value at start of year = \$572)	73.25
(calculated) Emerg Supplies (value at start of year = \$489)	(511.00)
(calculated) Grade5 (value at start of year = \$0)	0.00
(calculated) TBD (value at start of year = \$0)	0.00

Total forecasted end-of-year DESIGNATED savings remaining 3,930.65

Total forecasted end-of-year CONTINGENCY remaining

Undesignated contingency (at start of year = \$15170.66)	6,106.66
Gaming contingency (at start of year = \$1064.77)	864.77

YELLOW HIGHLIGHTING indicates estimates to be updated after financial year-end

* Gaming Grant may be used to fund a portion of these items;

~ May only be Gaming Grant eligible if not used for curricular activities

** Smile Card may be used for infrastructure projects only