

# École Margaret Jenkins School

## Parent Advisory Council Meeting Thursday, October 21, 2021 (7pm, Zoom)

1. Welcome and introductions
2. Approval of the minutes from the September 27th meeting and agenda additions  
  
(Approved)
3. PAC event updates
  - Hot Lunch (Betty) - overall very successful, feedback from teachers was positive, we had more parent volunteers than needed, a few kinks to iron out for next lunch
  - Passive Fundraising - new addition: [Mabel's Labels](#), a few parents gave a good review (i.e., mentioned the high quality of the labels and usefulness)
  - Parent Education Session - Nov. 9<sup>th</sup> at 7pm on Zoom, Kerry Cavers – EMJS parent and founder of Moms Against Racism (Canada) will present a workshop entitled “How to Raise an Anti-racist child”. Register [here](#).
  - Grade 5 Committee – hoodie orders close on October 25<sup>th</sup>.
4. Update on Traffic Safety (Heather)
  - PAC can't find someone to fill the crossing guard position
  - City has slated a pedestrian controlled crosswalk for the 2022/23 school year. Multiple incidences of near accidents at crosswalks at Richmond, Irving and Chandler especially with increased traffic on Fairfield due to closures on Richardson and Dallas Rd.
  - Discourage children from crossing at Richmond and Fairfield
  - City is collecting data, but might not reflect reality as there was a road closure and rerouting of traffic flow during data collection
  - James “VIC PD has been good about increasing patrol when they have been called about speed violations around the school zone. As citizens we can call non-emergency number and report near accidents” encourages PAC to be proactive in contacting city and VIC PD about traffic safety concerns.
    - Follow-up: We contacted VicPD and shared our concerns. Due to staffing challenges they are unable to send any enforcement at this time.
  - Main Question: What can we do to increase safety around school?
    - Group at SJD is keen to call out city on process and decision that affects traffic around schools. (A bit of a back story at SJD and a more personal reaction/response)
    - Emily - no harm in putting on pressure, sending letters to Times Colonist and highlighting need for pedestrian controlled crosswalk at Irving.
    - Overall: situation is not safe, the city needs to address and fix the situation and it should not take a year. Not going to protest but will keep pressure on
    - Reach out to other area schools affected by traffic changes and increase of traffic SJD/GNS/ ChristChurch JK and Carousel present the city with a multiple schools united plan/front.
    - Ask for Parent Volunteers to put out signs (EA's can't do this - contract issues)
    - Mural on road to slow traffic something like Doncaster on Cedar Hill large painted school zone signage

- Heather to connect with the media

## 5. PAC Budget Update and Fundraising Plans

- Current financials are appended
- Fundraising: School needs a 3rd play structure on site
  - The grass field is closed for much of the winter/early spring. PAC is exploring and thinking about all abilities, accessibility and long-term vision for natural space. Heather Sanche is meeting with Stephanie Weinstein to talk about previous involvement and potential for development of natural environment along the Foul Bay side of the field, something that would work with the natural spring and over flow of water.
  - James: 461 Children on the field at once. More space to spread out it better, presently it is going well, some nice play happening on the field with younger children having lots of space to play as well as the older grades. Come December there will be more unhappiness with the limited use of field. Ideas to expand sand pit as that is a good outlet for children and nice play is happening there currently. In previous years when field was closed gym was open to use. We can do this again and activities for 3,4&5th grades (Basketball & Cricket) will help give more space to the younger ones on the grounds.
  - Overall looking at a 5-year plan – long-term fundraising goals
  - Uncertain of the cost for “natural playground space” perhaps ½ the cost of a new playground. James uncertain of the exact cost of a new playground – Heather to follow-up with playground companies to get quotes / ideas.
  - Both Natural field and playground will require fundraising: “Walk-a-thon” also good for community building Will put out a call for Volunteers (Maggie) might volunteer, will talk to Heather
  - PAC will not be seeking registered charity status.

## 6. Teachers’ Update

- Ashley Frketich:
  - School has started fundraising for Fine Arts Committee. “Art Cards” (Teachers do an all-class art project, the children’s art work is then turned into greeting cards / magnets / puzzles that parents can purchase. This raises around \$4-6,000 for the school to fund fine arts.
  - Library: roughly \$400 raised in scholastic book fair. Munros book fair will run from Nov.23-28th. It is possible to donate directly to the library as a one-time donation rather than purchasing books.

## 7. Principal’s update

- Report Cards - New and emerging system of grading that points to overall goals for students. Uses language: “Emerging/ Developing/ Proficient/Extending” rather than letter grades.
- Growth Plan: In the past growth plans can become about “checking the boxes”. Now we are trying to make it more about staff and community and creating a real sense of vision, more of a “living to do” that has an inclusive vision, that knows the standard and strives to embrace diversity of learning standards. The teachers are working together to grow the plan and using it as a “living document” that will naturally change and grow/ evolve over time. Goals for ways to share: professional development , relation to environment, invasive plant removal, eco-systems we are around, garden, local and First Nations knowledge
- Communication: Weekly emails trying to continue to keep it straightforward and simple.

Comment form Parent: Happy information is now in the email rather than just a download, makes it easier to search and find the information.

- Cross country & basketball: for the time it is inter-school
- Cricket also happening at lunch time for grades 3-5

8. New business and open Q & A

- Kristine Oliver - Question regarding playground – still closed after school when all the science and data shows that the playgrounds are safe environments. This is one of the few places where we can still build community, why is it still not available and can we change that?
  - James: Happy to review any documents/scientific evidence related to this, but the school is still doing all it can to minimize contact and for now that means asking everyone to leave the school grounds after the last bell (and not arriving too early in the morning). Can definitely return to use the playground around 3pm – or potentially earlier if the grounds are generally free of people. Will connect with EAs to let them know not to “police” the grounds. Will continue to revisit these policies in the coming weeks, particularly once children are vaccinated.

**Next meeting:** Nov. 25, 2021 on Zoom - register [here](#)

**New EMJS Video available [here](#)**

**Need to contact the PAC Exec? Email [Chair@emjspac.ca](mailto:Chair@emjspac.ca) or [Exec@emjspac.ca](mailto: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 Tracking for Period Starting:

**August 1, 2020**

and Ending:

October 21, 2021

**UNAUDITED**

Per Books As of:  
21-Oct-21

	Budget	Actual	Over (Under)	Year-end Forecast	Forecasted Over (Under)	
<b>REVENUE/RECEIPTS</b>						
0	<b>Current year Fundraising Income (General Acct/non-gaming activities)</b>					
1	Lunches	0.00	9,315.68	9,315.68	28,000.00	28,000.00
7	Grade 5 Committee (hoodies/events/legacy)	0.00	1,576.88	1,576.88	1,576.88	1,576.88
8	Parent Education	250.00	0.00	(250.00)	250.00	0.00
9	Other Fundraising (Clothing, Purdy's, Growing Smiles...)	0.00	47.49	47.49	47.49	47.49
10	<b>Subtotal:</b>	<b>250.00</b>	<b>10,940.05</b>	<b>10,690.05</b>	<b>29,874.37</b>	<b>29,624.37</b>
11	<b>Current year Grants &amp; Other Sources of Revenue</b>					
12	** Kickback Programs (Thrifty's Smile Card)	0.00	33.50	33.50	33.50	33.50
13	Kickback Programs (Monk, Munro's, Cobs, Fairway, Finn&Izzy, BottleDepot)	0.00	0.00	0.00	0.00	0.00
14	* Gaming Event Proceeds (raffles)	0.00	0.00	0.00	0.00	0.00
15	* Gaming Grant	9000.00	9,060.00	60.00	9,060.00	60.00
18	<b>Subtotal:</b>	<b>9,000.00</b>	<b>9,093.50</b>	<b>93.50</b>	<b>9,093.50</b>	<b>93.50</b>
19	<b>Total Revenue</b>	<b>9,250.00</b>	<b>20,033.55</b>	<b>10,783.55</b>	<b>38,967.87</b>	<b>29,717.87</b>
20	<b>Savings from previous years (planned spending)</b>					
21	Fundraising from previous year (2020-21)	2448.55	2,277.00	(171.55)	2,277.00	(171.55)
22	Additional budget surplus at end of previous year (2019-20)	3098.83	2,995.00	(103.83)	2,995.00	(103.83)
23	** Planned VAC fund spending (for art supplies or legacy art project w/ artists)	1500.00	0.00	(1,500.00)	1,500.00	0.00
24	Planned Bike Club fund spending (for iRide, walk & wheel week)	1300.00	0.00	(1,300.00)	1,300.00	0.00
25	Planned emerg supplies fund spending (restocking first aid & lockdown kits)	489.00	0.00	(489.00)	489.00	0.00
26	CONTINGENCY TO BE SPENT (funds from previous years' surplus)	9000.00	0.00	(9,000.00)	9,000.00	0.00
29	<b>Subtotal:</b>	<b>17,836.38</b>	<b>5,272.00</b>	<b>(12,564.38)</b>	<b>17,561.00</b>	<b>(275.38)</b>
30	<b>Total Funds Committed to Budget</b>	<b>27,086.38</b>	<b>25,305.55</b>	<b>(1,780.83)</b>	<b>56,528.87</b>	<b>29,442.49</b>
31	<b>EXPENSES/DISBURSEMENTS</b>					
32	<b>2020/21 School Initiatives Subsidized by PAC</b>					
33	<b>Ongoing Extracurricular Instruction and Cocurricular Enrichments</b>					
34	~ Science Venture Workshops (K-5)	1825.00	0.00	(1,825.00)	1,825.00	0.00
35	* Camp Thunderbird or TBD gr5 expense (Gr 5)	1500.00	0.00	(1,500.00)	1,500.00	0.00
36	* Chess (Gr 1-5)	4200.00	0.00	(4,200.00)	4,200.00	0.00
37	* TBD Extracurricular Presenters/Performers (K-5)	500.00	0.00	(500.00)	500.00	0.00
38	~ TBD Physical Enrichment (ultimate, dance, yoga, PISE, circus, karate...) (K-5)	3000.00	0.00	(3,000.00)	3,000.00	0.00
39	Art Supplies (K-5)	1500.00	0.00	(1,500.00)	1,500.00	0.00
40	Music Supplies (instruments, repair, school performance supplies) (K-5)	500.00	0.00	(500.00)	500.00	0.00
42	<b>TOTAL Specialized Extracurricular Instruction</b>	<b>13,025.00</b>	<b>0.00</b>	<b>(13,025.00)</b>	<b>13,025.00</b>	<b>0.00</b>
44	<b>Class Allotments</b>					
45	Class Funds for Projects (not gaming grant eligible)	3500.00	628.75	(2,871.25)	3,500.00	0.00
46	* Field Trips & Extracurricular Activities (gaming grant eligible)	3500.00	0.00	(3,500.00)	3,500.00	0.00
47	<b>TOTAL Class Allotments</b>	<b>7,000.00</b>	<b>628.75</b>	<b>(6,371.25)</b>	<b>7,000.00</b>	<b>0.00</b>
48	<b>PAC Initiatives &amp; Fundraising for 2020/21 Programs</b>					
49	<b>Community Building &amp; Fundraising Expenses (Revenue Related)</b>					
51	Lunches	0.00	2,373.26	2,373.26 #	21,000.00	21,000.00
57	~ Grade 5 Committee (hoodies/events/legacy)	0.00	0.00	0.00	1,576.88	1,576.88
58	Parent Education	250.00	300.00	50.00	300.00	50.00
59	Other Fundraising (Clothing, Purdy's, Growing Smiles...)	0.00	0.00	0.00	0.00	0.00
60	<b>TOTAL Revenue Related</b>	<b>250.00</b>	<b>2,673.26</b>	<b>2,423.26</b>	<b>22,876.88</b>	<b>22,626.88</b>
62	<b>Other (Benefiting Staff &amp; Parents - not gaming grant eligible)</b>					
63	Staff Appreciation Luncheon & Gifts (not gaming grant eligible)	1,000.00	0.00	(1,000.00)	1,000.00	0.00
64	PAC Admin/Miscellaneous (website, office supplies, cheques/bank fees)	800.00	3.99	(796.01)	800.00	0.00
65	<b>TOTAL Other</b>	<b>1,800.00</b>	<b>3.99</b>	<b>(1,796.01)</b>	<b>1,800.00</b>	<b>0.00</b>
67	<b>Special Projects</b>					
68	~ Walk-and-wheel weeks	400.00	70.97	(329.03)	400.00	0.00
69	~ iRide cycling instruction (Gr 4/5)	900.00	0.00	(900.00)	900.00	0.00
70	~ Gardening	1,000.00	0.00	(1,000.00)	1,000.00	0.00
71	Emergency Supplies	1,500.00	0.00	(1,500.00)	1,500.00	0.00
73	~ TBD Other Projects (e.g. playground equipment, jerseys)	1,000.00	0.00	(1,000.00)	1,000.00	0.00
81	<b>TOTAL Miscellaneous Projects</b>	<b>4,800.00</b>	<b>70.97</b>	<b>(4,729.03)</b>	<b>4,800.00</b>	<b>0.00</b>
82	<b>TOTAL Expenses</b>	<b>26,875.00</b>	<b>3,376.97</b>	<b>(23,498.03)</b>	<b>49,501.88</b>	<b>22,626.88</b>
83	<b>Anticipated Excess (or Shortfall)</b>	<b>211.38</b>	<b>21,928.58</b>	<b>21,717.20</b>	<b>7,026.99</b>	<b>6,815.61</b>
84		Budget	Actual	Over (Under)	Forecast	Over (Under)

# **EMJS PAC**

**Financial Update**

**October 2021**

# Budget Overview

## Funds Available to Spend This Year:

- This Year's Gaming Grant: \$9060
- Last Year's Active Fundraising Proceeds: \$2277
- Additional Budget Surplus from last year: \$2995
- Prior years' savings to spend this year:
  - From Visual Arts Legacy Fund: \$1500 (specifically for art supplies)
  - From Bike Club Legacy Fund: \$1300 (for iRide & walk/wheel weeks)
  - From Emergency Supplies Fund: \$489
  - Other Contingency to be spent: \$9000

---

TOTAL: \$26621

Additional revenue from fundraising will support next year's programs

**Fundraising Goal: \$12,000+**

# Budget Overview

## Planned Spending

### **Ongoing Programs supported by PAC:**

- Chess lessons (1-5) (\$4200)
- Science Venture Workshops (K-5) (\$1825)
- Camp Thunderbird subsidy for grade 5s (\$1500)
- Walk-and-wheel weeks (\$400)
- iRide cycling instruction (4-5) (\$900)
- Gardening (\$1000)
- Emergency Supplies (\$1500)
- Art Supplies to restock art room (\$1500)
- Music Supplies (\$500 + some class funds)
- Staff Appreciation Luncheon

### **TBD planned by teachers and funded by PAC:**

- Class allotments:
  - Approx. \$150 per class (based on # students) for special projects plus approx. \$150 per class from gaming grant to subsidize field trips, transportation
- School wide (K-5) enrichment:
  - TBD Performers/presenters/assemblies (\$500)
  - TBD Physical enrichment (e.g. Ultimate, Yoga, Dance classes,...) (\$3000)
- Other TBD Initiatives
  - e.g. school jerseys, playground equip, etc. (\$1000)

# Budget Overview

## Planned Fundraising

### **Active Fundraising:**

- 9 Hot Lunches (~\$6500+ estimated)
- Purdy's Chocolates? (~\$1350 last year)
- Growing Smiles Plant Fundraiser? (~\$1500 last year)
- Spring Walk-a-thon?
- Possible 50:50 Raffle?

### **Community Partners - Passive Fundraising (Kickbacks)**

- Monk School Supplies (~\$1300 in 2020)
- Fairway Market (~\$215 last year)
- Cob's Bread (~\$137 last year)
- Mabel's Labels
- Finn & Izzy
- Bottledepot

### **Net Zero Fundraising:**

- Winter Hampers for families appreciating assistance
- Grade 5 Hoodies

### **Community Events TBD: (expected revenue > expenses)**

Uncertain due to COVID. In the past we have organized:

- September Welcome BBQ
- Fall Dance
- Winter Make Sale
- Spring Fair
- Parent Education Sessions



# Financial Activity

Aug, Sep, Oct

## REVENUE OVERVIEW

- **Gaming Grant** - rec'd \$9060 (\$20 per student x 453 students)
- **Thrifty Smilecard program** - final deposit rec'd, funds all used up in purchasing gym projector last year, program now discontinued
- **Monk School Supplies Fundraiser** - expecting cheque soon (followup?)
- **Grade 5 Hoodies** - \$1500 collected which will soon be spent on purchasing the hoodies (any profit remaining goes toward grade 5 recognition/celebration or Camp Thunderbird)
- **Hot Lunches** - 400 students participating, revenue \$9300 for first 3 lunches, expenses for lunch #1 totalled \$2373 (= \$730 profit) ... forecast \$6500+ for year

# Financial Activity

Aug, Sep, Oct

## EXPENSES OVERVIEW

- **Lunches** - Hot House Pizza, Red Barn, Bon Sushi, Chef on the Run, Island Farms (The Milk Run), Supplies (gloves, bags, etc.)
- **Parent Ed** - upcoming talk "How to raise an anti-racist child"
- **Walk and Wheel Week** -
- **Class Funds** - Several classes have begun using their allotments for special projects