



## **RC MacDonald Elementary - Parent Advisory Council (PAC)**

2550 Leduc Avenue, Coquitlam, B.C. V3K 5W6

Phone: (604) 936-0447 / Fax: (604) 936-0448

### **PAC Meeting Minutes**

November 18, 2024 (6:30 p.m. – 7:15 p.m.)

#### Land Acknowledgement

1. Review and Approval of Agenda

- a) Approved by Sarah
- b) Seconded by Justine

2. Review and Approval of October Minutes

- c) Approved by Justine
- d) Seconded by Roya

3. Principal's Report by Mr. Bozic

- As part of SD43 Family & Community learning series, Screenagers documentary is available to watch until December 8<sup>th</sup>. Register online to receive a link via email to view it. Sign up link is available on the school website
- Drop Everything And Read (DEAR) started last week and will be held 2<sup>nd</sup> Friday of every month. Students can go anywhere to read and can read with others (friends, siblings, etc). December 13<sup>th</sup> is the next one
- Rock painting for school completed. 1<sup>st</sup> set has been placed in back garden and remainder placed in forest area. School is looking to add more rocks throughout the year
- Lunchbox Theatre performance of Wizard of Oz will be next Tuesday (Nov 26<sup>th</sup>) at the school Families of actors will be invited to watch along with the students
- Teachers are working on learning updates for Term 1 and will be published on December 5<sup>th</sup>
- Winter concert will be held on December 17<sup>th</sup> at 2pm
- PAC pancake breakfast will be on Friday, Dec 20 and day before (Thursday) afternoon is available for set up

4. Guest Speaker - Mr. Dave Sands, District Principal of Technology Implementation

- Overviews use of technology in the district
- Strategic vision known as Directions 2025 was created and one focus is to equip students for practical scientific, technical and innovation skills through STEAM
- In Elementary level, don't promote a lot of technology from Grades K-2. Primary tool is iPad and each classrooms use 5-6 iPads for centres-based approach. Grades 3-5 introduce laptops of 15-20 in a cart.
- District buys technology and schools buy from district at subsidized price
- Screen time in elementary school: standard is to have no more than 15% of a day on screen for Grades 3-5. Sometimes get non, sometimes get more depending on what students are working on. Trying to promote self-regulation and to use screen for creation not consumption - students are learning to use technology to create projects and look for information
- District is committed to supporting students with digital literacy, digital competency and digital citizenship



## RC MacDonald Elementary - Parent Advisory Council (PAC)

2550 Leduc Avenue, Coquitlam, B.C. V3K 5W6

Phone: (604) 936-0447 / Fax: (604) 936-0448

- District is promoting STEAM and it is part of District's strategic plan. District has STEAM helping teachers that support schools (RC Mac had Sean Robinson) to effectively implement and use technology in classroom to support student learning

### 5. Co-President's Report

- Createdbykids Fundraiser: Thank you to the teachers for working with the students on their amazing art masterpieces and to families for ordering. All the original art has been sent back to Createdbykids and we are expecting to receive the products back at the school during the week of November 25<sup>th</sup>. An email will be sent once the products are back at the school to arrange pick up.
- This is our last PAC meeting for this calendar year and there will be no meeting in December. See you back on Wednesday, January 15<sup>th</sup>.

### Committees Summary

DPAC	As part of SD43 Family & Community Learning Series, <b>Screenagers: Elementary School Age Edition</b> documentary is available for viewing until December 8, 2024. It is open to all parents/caregivers. Pre-registration is required to receive the viewing link by email. <a href="#">Click HERE to register.</a>
Emergency Preparedness	No updates at this time
Fruit and Veggie Program	Week of October 21 <sup>st</sup> was Anjou pears and week of November 4 <sup>th</sup> was grape tomatoes. Week of November 25 <sup>th</sup> will be Dairyland Strawberry Yogurt and December 9 <sup>th</sup> will be Mandarin Oranges. If you do not wish for your child to participate please email the PAC at <a href="mailto:rcmac.pac@hotmail.com">rcmac.pac@hotmail.com</a>
Fun Run	No updates at this time
Grade 5 Leaving Ceremony	No updates at this time
Healthy Hair	No updates at this time
Holiday Breakfast	Pancake breakfast will be on the last day of winter term on Friday, December 20 <sup>th</sup> from 7:45am-9:00am in the gym. <b>We welcome any donations from families/businesses for holiday pancake breakfast.</b> If you are able to donate, please connect with us at <a href="mailto:rcmac.pac@hotmail.com">rcmac.pac@hotmail.com</a>
Hot Lunch	<p>November 1<sup>st</sup> hot lunch was Little Caesars and November 15<sup>th</sup> was Subway. Thank you to Nelly and Justine for organizing the hot lunch and to all the volunteers helped hand out lunches to the students.</p> <p>November/December hot lunch dates:</p> <ul style="list-style-type: none"> <li>Friday, November 29 – Doughnut Love</li> <li>Friday, December 13 – A&amp;W</li> </ul> <p>Just a reminder, ordering closes <b>10 days before</b> the lunch/treat day.</p> <p>If you want to sign up your child for this upcoming lunch or future hot lunch, treat sales go to MunchaLunch:</p> <ul style="list-style-type: none"> <li>If you want to sign up your child for this upcoming lunch or future hot lunch, treat sales go to: <a href="https://munchalunch.com/schools/rcmacdonald">https://munchalunch.com/schools/rcmacdonald</a> for NEW</li> </ul>



## RC MacDonald Elementary - Parent Advisory Council (PAC)

2550 Leduc Avenue, Coquitlam, B.C. V3K 5W6

Phone: (604) 936-0447 / Fax: (604) 936-0448

	parents/caregivers o <a href="https://munchalunch.com/login">https://munchalunch.com/login</a> for returning caregiver
Movie Night	Thank you to families who attended the movie night held on October 24th. It was great seeing all the excitement in the children's faces as they sat together, chatted, ate snacks, and watched the movie together.
Project Salamander	No updates at this time Looking for Committee Lead for this committee
Purdy's Chocolates	Holiday fundraising campaign closed yesterday, November 17 <sup>th</sup> . Delivery is scheduled for Thursday, November 28th. Pick up time and location will be sent to families early next week.
School Dance	No updates at this time
Staff Appreciation	No updates at this time
Student Learning Workshops	No updates at this time
Treat Sale	We are planning for a bake/treat sale and looking for volunteers to help us bake/make the treats. Each volunteer will be requested to make 20 individually wrapped treats. If you are able to help, <a href="#">click HERE for the sign up sheet</a> .
Welcome Back Picnic	No updates at this time
Welcome to Kindergarten	No updates at this time

### 6. Treasurer's Report by Sarah O

- a) See Appendix A in these minutes for Treasurer's Report/Fundraising Report.

Approved by Anastasia

Seconded by Fran

### 7. Old Business

- a) Elections – PAC Committee Leads

Emergency Preparedness	Name: David L Approved: 6 Abstentions: 0
Grade 5 Leaving Ceremony	Name: Kelsi G, Anastasia T, Justine P Approved: 6 Abstentions: 0

***We are still in need of Committee Leads for below positions. If we do not fill, activities may not take place this school year.*** If you are interested, please email us at [rcmac.pac@hotmail.com](mailto:rcmac.pac@hotmail.com).

- o **Hot Lunch Coordinator** – coordinate hot lunch and treat day for school with vendor, onsite organization on hot lunch/treat day. We have 2 Committee Leads already and looking for 3<sup>rd</sup> person to help with on-site coordination.



## RC MacDonald Elementary - Parent Advisory Council (PAC)

2550 Leduc Avenue, Coquitlam, B.C. V3K 5W6

Phone: (604) 936-0447 / Fax: (604) 936-0448

- **Project Salamander Lead** - Projects done with kids at the school to promote environmental stewardship – e.g., Organize volunteers for school-wide watering program in summer, etc.

b) Election - Class Representative:

Division 6, Ms. Wise/Ms. Olund	Name: Colleen B Approved: 6 Abstentions: 0
--------------------------------	--

8. Adjournment – 7:15 pm

- a) Motion to adjourn by Fran
- b) Seconded by Sarah

**RC MACDONALD ELEMENTARY  
PARENT ADVISORY COUNCIL  
TREASURER'S REPORT  
July 1, 2024- June 30, 2025**

	Current Period 01-Jul-24 to 30-Sep-24	Current Period 01-Oct-24 to 31-Oct-24	Current Period 01-Nov-24 to 31-Dec-24	Current Period 01-Jan-25 to 31-Jan-25	Current Period 01-Feb-25 to 31-Mar-25	Current Period 01-Apr-25 to 30-Apr-25	Current Period 01-May-25 to 31-May-25	Current Period 01-Jun-25 to 30-Jun-25	Year to Date 01-Jul-24 30-Jun-25	BUDGET 01-Jul-24 30-Jun-25	VARIANCE
<b>RECEIPTS:</b>											
Direct Access Grant (Gaming)	0.00	2,900.00	0.00	0.00	0.00	0.00	0.00	0.00	2,900.00	2,900.00	0.00
Emergency Preparedness Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	125.00	(125.00)
Hot Lunch Net Proceeds	3,742.40	(672.24)	0.00	0.00	0.00	0.00	0.00	0.00	3,070.16	2,000.00	1,070.16
Interest Income	16.91	5.71	0.00	0.00	0.00	0.00	0.00	0.00	22.62	10.00	12.62
Lunch Lady Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Parent Donations	3,125.00	97.00	0.00	0.00	0.00	0.00	0.00	0.00	3,222.00	3,500.00	(278.00)
Special Event - Coupon book	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	(250.00)
Special Event - Pancake breakfast	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	(250.00)
Special Event - Movie night October	0.00	(150.00)	0.00	0.00	0.00	0.00	0.00	0.00	(150.00)	250.00	(400.00)
Special Event - Movie night March	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	(250.00)
Special Event - Dance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	(250.00)
Treat Sales Net Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Theatrix Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	350.00	(350.00)
Read-a-thon Net Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	(2,000.00)
Holiday Hamper Fundraiser	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Purdys Fundraiser Net Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	(500.00)
<b>TOTAL RECEIPTS</b>	<b>6,884.31</b>	<b>2,180.47</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,064.78</b>	<b>12,635.00</b>	<b>(3,570.22)</b>
<b>DISBURSEMENTS:</b>											
Bank Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.00	(20.00)
Classroom Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,400.00	(1,400.00)
Emergency Preparedness expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	155.00	(155.00)
Family Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grade 5 Leaving Ceremony (net)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	(250.00)
Fruit and Veggie Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	(50.00)
Munch a lunch	(336.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(336.00)	350.00	14.00
Healthy Hair Program (Lice 911)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	330.00	(330.00)
Office Supplies (paper, postage, envelopes, etc)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	(400.00)
PAC Expenses (zoom, food safe certification, etc.)	0.00	(240.69)	0.00	0.00	0.00	0.00	0.00	0.00	(240.69)	0.00	(240.69)
Pancake Breakfast Committee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	(400.00)
Performing Arts/Cultural Events (art smart)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Project Salamander	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Retirement Gifts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	(200.00)
Staff Appreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00	(300.00)
Student Recreation/Physical Ed (HipHop, recess equipmen	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,000.00	(6,000.00)
PAC Community Fun Events	0.00	(158.95)	0.00	0.00	0.00	0.00	0.00	0.00	(158.95)	400.00	241.05
<b>TOTAL DISBURSEMENTS</b>	<b>(336.00)</b>	<b>(399.64)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(735.64)</b>	<b>11,255.00</b>	<b>(8,490.64)</b>
<b>NET SURPLUS before undernoted items</b>	<b>6,548.31</b>	<b>1,780.83</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,329.14</b>	<b>1,380.00</b>	<b>4,920.42</b>
Classroom Project Base Learning 8x\$200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(1,600.00)	1,600.00
Technology Costs - replacement of iPads	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Classroom Bus Trips/guest (flex) - \$350 x 8 divisions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Additional items (Freckle Math, Raz Kids, stools, subscription, white board, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	800.00	(800.00)
<b>EXCESS (DEFICIENCY) RECEIPTS OVER DISBURSEMENTS</b>	<b>6,548.31</b>	<b>1,780.83</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,329.14</b>	<b>580.00</b>	<b>5,720.42</b>
CASH ON HAND, BEGINNING	14,813.31	21,361.62	23,142.45	23,142.45				0.00	<b>14,813.31</b>		
CASH ON HAND, ENDING	21,361.62	23,142.45	23,142.45	23,142.45	0.00	0.00	0.00	0.00	23,142.45		
<b>CASH IN BANK</b>											
Community Chequing - General	11,798.07	10,576.19									
Community Chequing - Project Salamander	1,850.38	1,850.38									
Community Chequing - Gaming	106.07	3,006.07									
Community Savings - General	4,476.24	4,487.47									
Community Savings - Gaming	0.34	0.34									
Outstanding Cheques	0.00	0.00									
Outstanding deposits	0.00	0.00									
School Account	3,125.00	3,222.00									
CASH ON HAND, ENDING	21,356.10	23,142.45	0.00	0.00	0.00	0.00	0.00	0.00	<b>0.00</b>		

Respectfully submitted,  
Sarah Ostonal - Treasurer

RC MACDONALD ELEMENTARY  
PARENT ADVISORY COUNCIL  
FUNDRAISING REPORT (NET PROCEEDS REPORT)  
July 1, 2024- June 30, 2025

<b>FUNDRAISING ACTIVITIES</b>	<b>RECEIPTS</b>	<b>DISBURSEMENTS</b>	<b>NET PROCEEDS</b>
Hot Lunch - September (net proceeds of funds rec'd)	3,742.40		3,742.40
Hot Lunch - October (net proceeds of funds rec'd)	-672.24		-672.24
Hot Lunch - November & December	0.00		0.00
Hot Lunch - January	0.00		0.00
Hot Lunch - February & March	0.00		0.00
Hot Lunch - April	0.00		0.00
Hot Lunch - May	0.00		0.00
Hot Lunch - June	0.00		0.00
<b>Total Hot Lunch</b>	<b>3,070.16</b>	<b>0.00</b>	<b>3,070.16</b>
Special Event - Welcome BBQ			0.00
Special Event - Halloween Dance			0.00
Special Event - Coupon Books	0.00		0.00
Special Event - Pancake breakfast	0.00		0.00
Special Event - Movie night October	-150.00		-150.00
Special Event - Movie night March	0.00		0.00
Special Event - Dance	0.00		0.00
			0.00
<b>Total Special Event</b>	<b>-150.00</b>	<b>0.00</b>	<b>-150.00</b>
Treat Sale - September			0.00
Treat Sale - October			0.00
Treat Sale - November			0.00
Treat Sale - January			0.00
Treat Sale - March			0.00
Treat Sale - May			0.00
Treat Sale - June			0.00
Treat Sale -			0.00
Treat Sale -			0.00
<b>Total Treat Sale</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Purdy's Fundraiser - Dec	0.00		0.00
Purdy's Fundraiser - Mar			0.00
			0.00
<b>Total Purdys Fundraiser</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Theatrix Proceeds	0		0.00
<b>Total Theatrix Proceeds</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Read-a-thon Fundraiser - Jun	0.00		0.00
			0.00
<b>Total Read-a-thon Fundraiser</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Fundraising Activities</b>			<b>2,920.16</b>