

LPAC Meeting Minutes – 11th January 2021, 7:15pm

Attendees:

Sheila Hui
Hilary Moran
Carrie Smith

Bob Gill
Juanne Stewart
Aileen Minhas

Tracy Hunter
Tania St John
Andrea Hunter

Tia Tang
Maria Santoso
Shawn Callihoo

Agenda Item	Discussion
Call to order	7:15 pm, Monday, January 11, 2020
Approval of minutes	Minutes from November 23 approved
President's Welcome Shiela Hui	
LPAC Survey	<p>The aggregated results of the survey are appended to the minutes. Here are some insights from reviewing the results.</p> <ul style="list-style-type: none"> • Preferred method of communication is email from classroom liaison • Half of the respondents said they know someone on PAC • Children's Hospital was the most popular charity • The volume of communication is moderate • Communication from PAC is considered valuable • PAC engagement is neutral to high • Branded sweatshirts and t-shirts are most popular branded gear options
Principal's Report Andrea Hunter	<p>School Charter – When asked, students have shared they would like longer breaks, even if the school day were to be extended. As part of the school charter, we will be exploring the Be Brave aspect as we approach spring break.</p> <p>Daycare Relocation – There is some continuing work on the HVAC system that requires the daycare to be temporarily relocated while the work complete.</p> <p>Enrollment – if Sheffield does not open for the next school year, Leigh may be nearing capacity in the fall.</p>
Treasurer's Report Juanne Stewart	<p>Here are the results from our recent fundraisers</p> <ul style="list-style-type: none"> • Light Guessing - \$87.58 • Plant Sales - \$668.15 • Coffee Sales - \$1150.00 <p>We had \$331.09 of donations We've already exceeded our fundraising goals for the school year. We are on track to add \$8340 to our savings for next year with our current year surplus. Financials have been posted to the website, and appended to the minutes.</p>
DPAC Update	<p>From the last DPAC meeting, here are some notes to share</p> <ul style="list-style-type: none"> • A presentation was done on Positive Mental Health, showcasing the Mindshift App aiming to lower anxiety in people of all ages Mindshift Resources - https://www.anxietycanada.com/resources/mindshift-cbt/ • Gradual transition program has been extended

Leigh Elementary School Parent Advisory Council

Balance Sheet For the Month ended November 30, 2020
Reported January 11, 2021

Assets:

Notes

General Account balance	22,261.92	
Gaming Grant Account balance	12,544.39	<i>deposits for current school year - dedicated to currently approved budget</i>
Vancity Shares	7.60	
Accounts Receivable	87.58	<i>deposits outstanding</i>
Total Assets	<u>\$34,901.49</u>	

Liabilities:

Notes

Minimum carry forward balance	5,000.00	<i>LPAC bylaws indicate a minimum carry forward balance from year to year</i>
Hot Lunch credits	2,758.80	<i>Credits remaining</i>
Accounts Payable	3,502.80	<i>Cheques outstanding</i>
Total Liabilities	<u>\$11,261.60</u>	

Balance:

\$23,639.89

Available funds:

\$11,095.50

accounts for gaming grant funds already allocated in currently approved budget

Leigh Elementary School Parent Advisory Council
Income Statement For the Month ended November 30, 2020
Presented January 11, 2021

Income:	Budgeted	YTD actuals	
Gaming Grant	\$9,000	\$ 8,960.00	based on \$20/ student; 450 students enrolled 2019/20
Fundraising (Schedule A)	\$1,425	\$ 1,467.34	
Interest	\$25	\$ 0.49	
Total Income	\$10,450	\$ 10,427.83	

Expenses:			Notes
Special Purpose Fund	\$3,600	\$ 153.39	"Funds to support, encourage, and improve the quality of education and the well being of students" - LPAC Bylaws Policy (\$150/ division based on 21 divisions, plus music, learning commons, resource class, Total 24)
In school field trips	\$1,404	\$ -	School wide workshops offered by external providers. (examples include drama workshops, dance programs, gymnastics workshops, tennis workshops, etc) \$3/ student (estimate 468 students)
Transportation Assistance	\$0	\$ -	Funding for 1 bus per 2 divisions (10 buses), plus 1 bus for District Track and Field, plus 3 buses for Grade 5 grad. Est. 14 bus in total at \$400 each
Grade 5 Grad	\$2,500	\$ -	Grade 5 leaving activities, supplies, gifts, handprints,
Performing Groups	\$1,000	\$ -	Special performances as recommended and initiated by Leigh Elementary for the benefit of Leigh Students - 1/2 due to COVID
Classroom Technology Refresh program	\$2,000	\$ -	Funds to support the goal of maintaining technology within the classrooms, (all divisions and the computer lab) by consistently upgrading a few classrooms each year.
Sexual Health Workshop	\$0	\$ -	Workshops by Saleema Noon for parents and for children. Defer to 2021/22
Social Resp. Education	\$250	\$ -	Social responsibility fund is to support the students, teachers and parents in providing strategies for friendship building, self regulation, and anti-bullying awareness throughout the entire school year. David Sands?
Traffic and Safety	\$200	\$ -	Traffic cones, visibility vests etc
Emergency Preparedness	\$0	\$ -	To replace expired supplies in the Emergency Preparedness kits
Miscellaneous	\$500	\$ -	Support fund if needed for family in need
Munch-a-Lunch membership	\$340	\$ 340.00	annual membership
Meeting Expenses	\$0	\$ 20.00	Childcare during PAC meeting and related expenses & new PAC board. Removed due to virtual meetings
BCCPAC Membership	\$75	\$ 75.00	Membership provides the opportunity to participate in education opinion polls, network with other PAC and DPACs, access current and relevant resources, and develop the resolutions BCCPAC can use to lobby for change
Staff Appreciation	\$1,000	\$ -	Lunch and prizes to recognize all the staff at Leigh
Holiday Concert Supplies	\$500	\$ -	Music royalty fees, props, etc
Legal Fees	\$50	\$ -	Notorize account to become Not-For-Profit
Square Fees	\$0	\$ -	Fees for Payment platform (switching over from Munch a lunch for reduced fees
Bank Charges	\$50	\$ 0.90	E-transfer fees
Total Expenses	\$13,469	\$ 589.29	
variance	(\$3,019)	\$ 9,838.54	

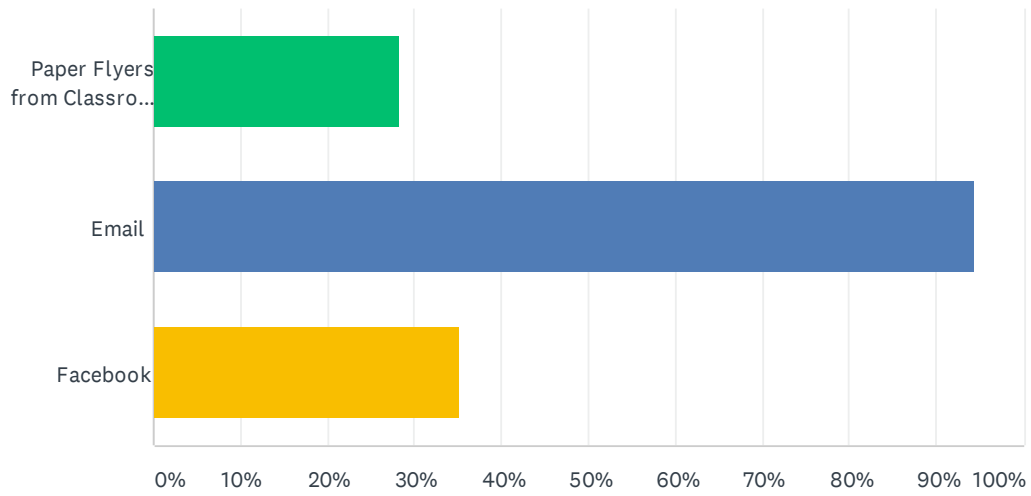
Schedule A
Fundraising Events 2020/21

Schedule B
Community Events 2020/21

	Projected	Actual	
Carnival	\$0	\$ -	Winter Wonderland (K-2) Friday Feb 7, 2020
Hot Lunch	\$0	\$ -	Winter Wonderland (3-5) Saturday Feb 8, 2020
Ground Coffee Sales	\$250	\$ -	
Meridian Meats	\$375	\$ -	
Fulfill Shoppe	\$250	\$ -	
Light Guessing	\$0	\$ 87.58	
Candy Guessing	\$50	\$ 245.51	
Pub night	\$0	\$ -	
Fruit/Veggie boxes	\$0	\$ -	
Plant Sales	\$500	\$ 668.15	
Bottle Depot/ Return it	\$0	\$ -	
Clothes donations	\$0	\$ -	
Emergency Kits	\$0	\$ -	
Card Project	\$0	\$ -	
Grade 5 Hoodies	\$0	\$ 135.01	
Donations	\$0	\$ 331.09	
Lunch Lady	\$0	\$ -	
	\$1,425	\$ 1,467.34	

Q1 Which of these modes of communication do you use at least once a week?

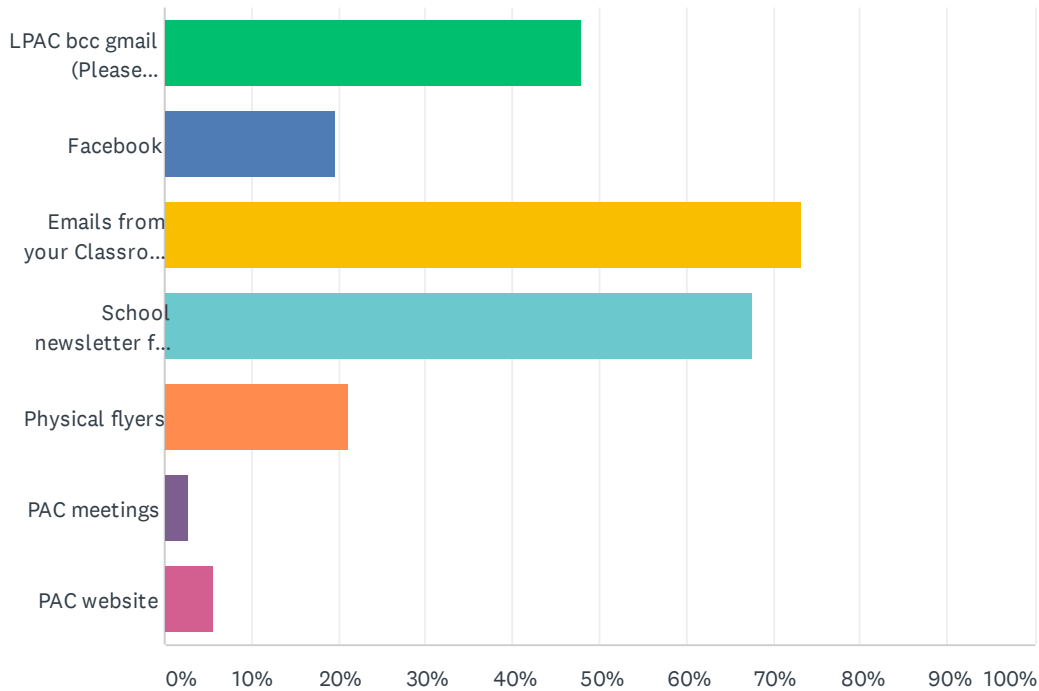
Answered: 71 Skipped: 0



ANSWER CHOICES	RESPONSES	
Paper Flyers from Classroom Teacher	28.17%	20
Email	94.37%	67
Facebook	35.21%	25
Total Respondents: 71		

Q2 How would you like to stay connected? In order to connect with you during this unprecedented time, please checkmark your preferred communications methods:

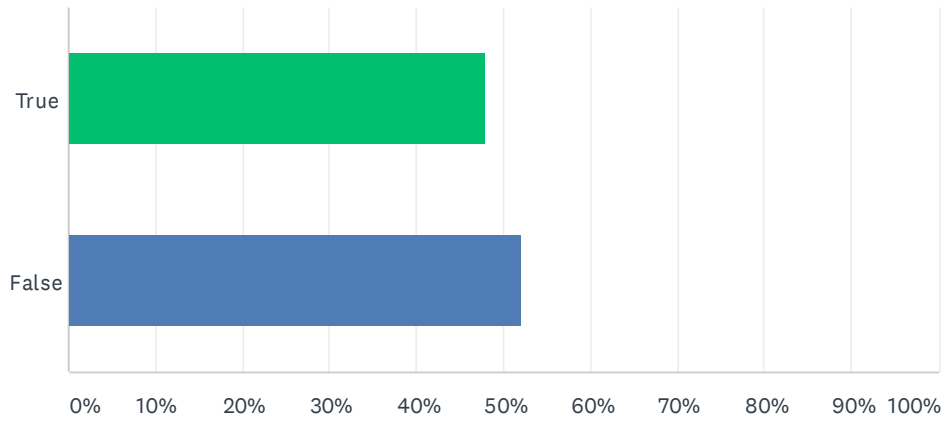
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ANSWER CHOICES	RESPONSES	
LPAC bcc gmail (Please subscribe to LPAC gmail by sending us an email at leighpacinfo@gmail.com)	47.89%	34
Facebook	19.72%	14
Emails from your Classroom Liaison	73.24%	52
School newsletter from Andrea monthly	67.61%	48
Physical flyers	21.13%	15
PAC meetings	2.82%	2
PAC website	5.63%	4
Total Respondents: 71		

Q3 I know at least one person on the PAC

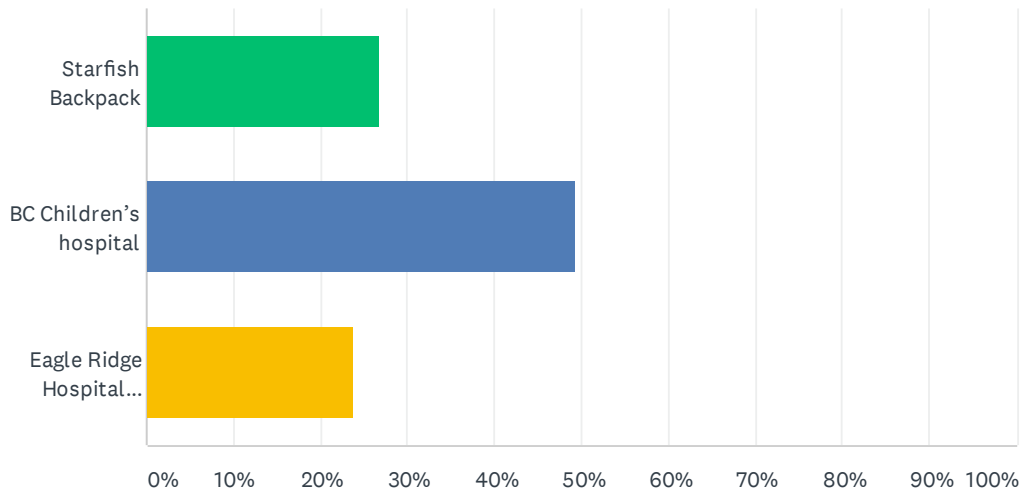
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ANSWER CHOICES	RESPONSES	
True	47.89%	34
False	52.11%	37
TOTAL		71

Q4 Due to Covid-19, LPAC will not be able to continue with Winter Wonderland this year. In lieu, LPAC will be running a specific fundraiser in Spring 2021 to raise funds for a local charity. Which charity would you like to see LPAC give back to this year?

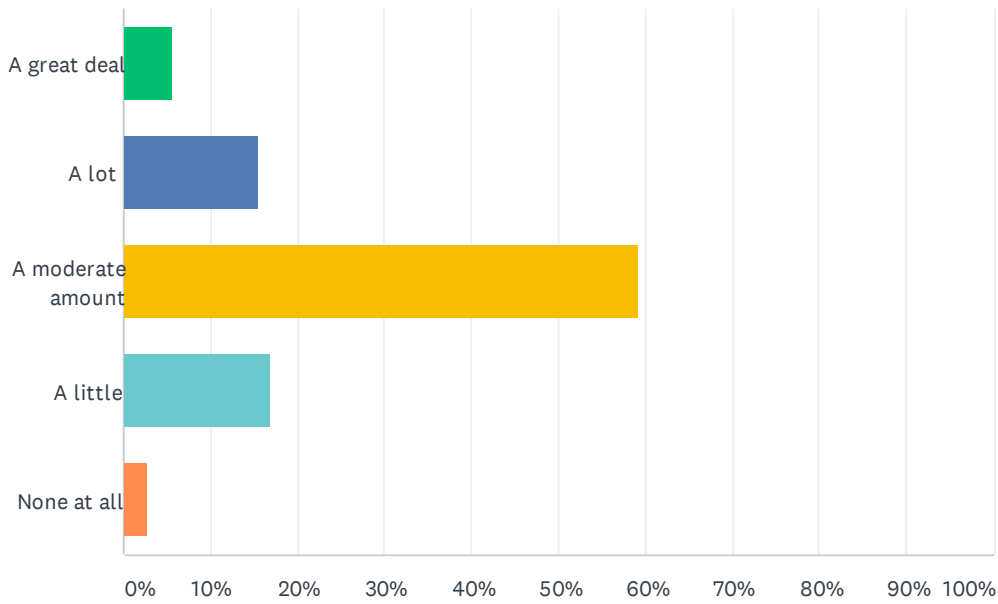
Answered: 71 Skipped: 0



ANSWER CHOICES	RESPONSES	
Starfish Backpack	26.76%	19
BC Children's hospital	49.30%	35
Eagle Ridge Hospital Foundation	23.94%	17
TOTAL		71

Q5 How would you describe the level of communication from the PAC this year?

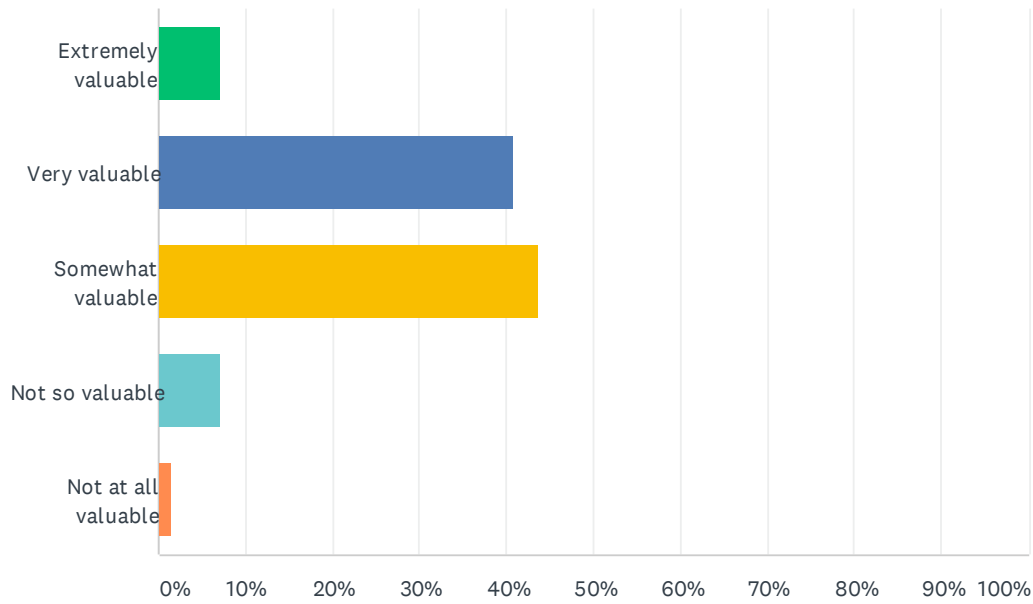
Answered: 71 Skipped: 0



ANSWER CHOICES	RESPONSES
A great deal	5.63% 4
A lot	15.49% 11
A moderate amount	59.15% 42
A little	16.90% 12
None at all	2.82% 2
TOTAL	71

Q6 How would you describe the value of the communication from the PAC this year?

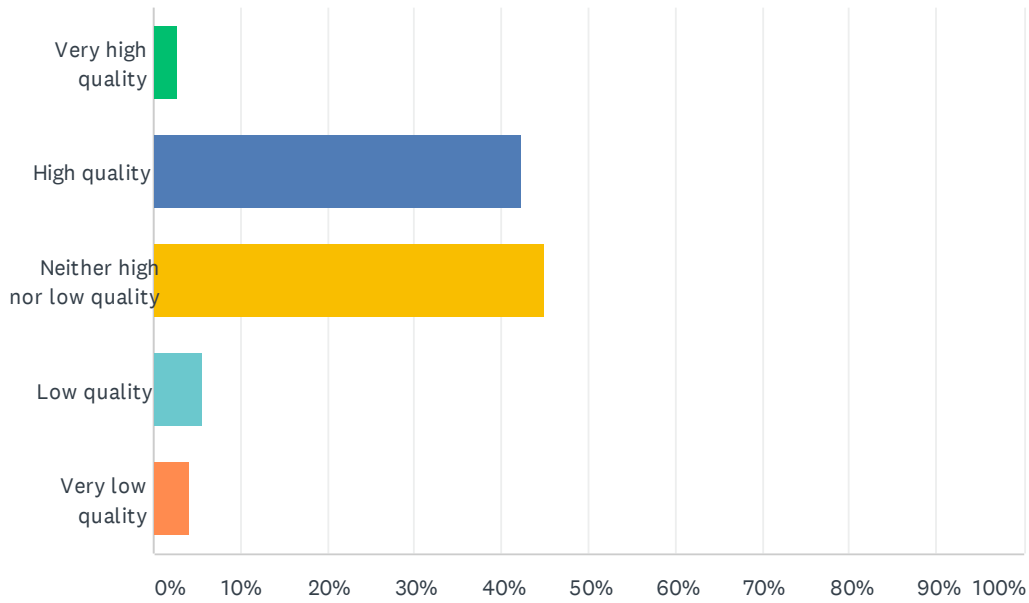
Answered: 71 Skipped: 0



ANSWER CHOICES	RESPONSES	
Extremely valuable	7.04%	5
Very valuable	40.85%	29
Somewhat valuable	43.66%	31
Not so valuable	7.04%	5
Not at all valuable	1.41%	1
TOTAL		71

Q7 How would you describe the engagement from the PAC this year?

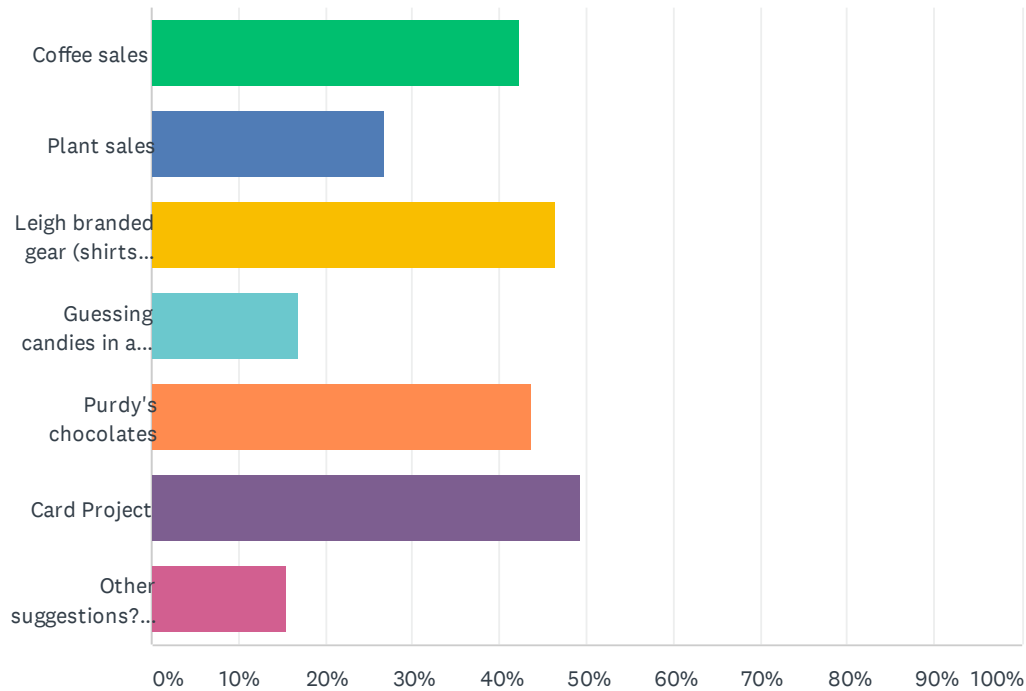
Answered: 71 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very high quality	2.82%	2
High quality	42.25%	30
Neither high nor low quality	45.07%	32
Low quality	5.63%	4
Very low quality	4.23%	3
TOTAL		71

Q8 Which of these fundraising ideas would be interested in supporting?

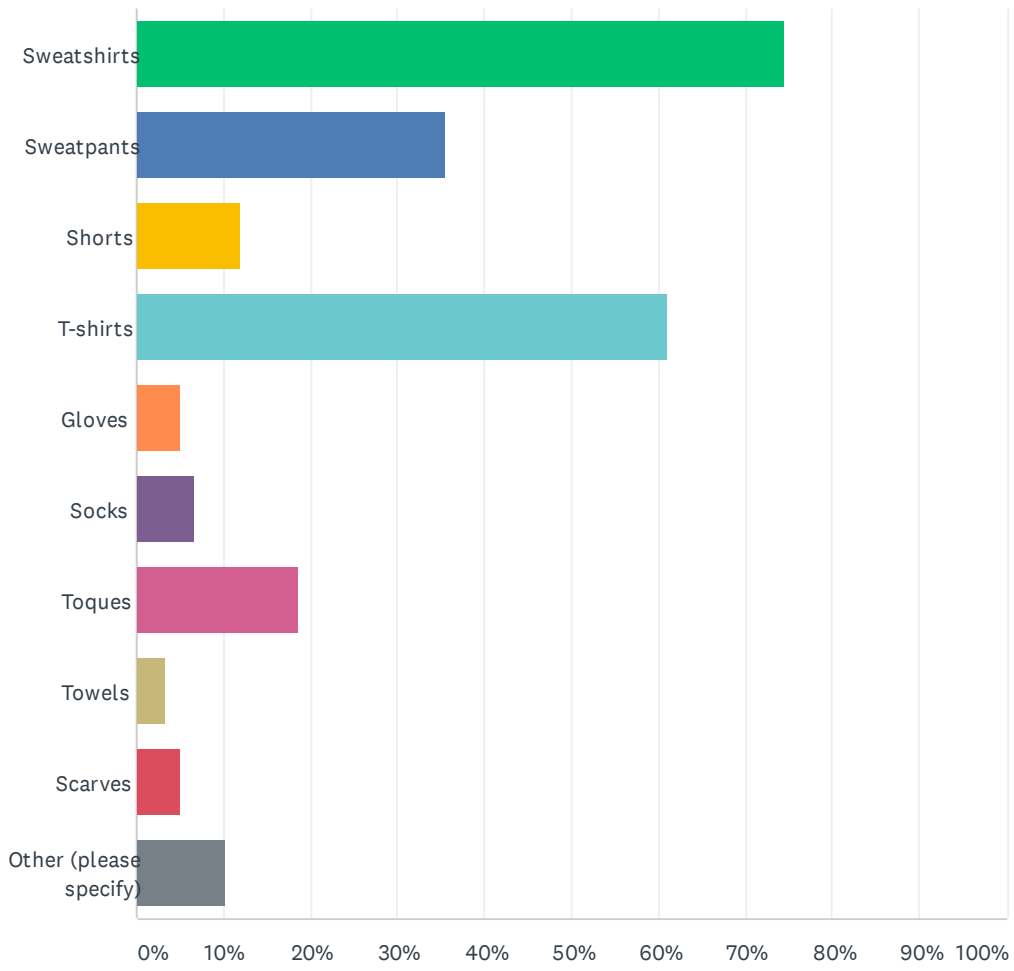
Answered: 71 Skipped: 0



ANSWER CHOICES	RESPONSES	
Coffee sales	42.25%	30
Plant sales	26.76%	19
Leigh branded gear (shirts, sweaters, etc)	46.48%	33
Guessing candies in a jar	16.90%	12
Purdy's chocolates	43.66%	31
Card Project	49.30%	35
Other suggestions? (please share the name and contact)	15.49%	11
Total Respondents: 71		

Q9 If PAC sold Leigh Elementary branded gear, which of these would you be interested in purchasing?

Answered: 59 Skipped: 12



ANSWER CHOICES	RESPONSES	
Sweatshirts	74.58%	44
Sweatpants	35.59%	21
Shorts	11.86%	7
T-shirts	61.02%	36
Gloves	5.08%	3
Socks	6.78%	4
Toques	18.64%	11
Towels	3.39%	2
Scarves	5.08%	3
Other (please specify)	10.17%	6
Total Respondents: 59		