

Jamieson PAC General Meeting September 18th, 2024

General Minutes

In Attendance

Jamieson Staff

Cathy Thomas Davita Marsden

PAC Executives

Justin Leung	Shirley Leung	Grace Hoffert
Terence Chow	Michelle Leung	Jonathan Au
Wendy Man	Winnie Mak	Jabin Kim-Cheung
Maggie Lam	Kenneth Yuen	Maureen Yu
Evelyn Yeung	Elaine Loasby	Andrew Kwan

General Members

Robert Li	Hanna Lee	Will Ni
Jude Zhu	Cindy Fan	Laurence Madera
Tetiana Radina	David Gootman	Eduardo Ayala
Don Tng Kwong	Kai Tung Kwong	Aaron Tom
Andre Pfrimer	Angela Li	Anu Manchanda
Athena Tsang	Cheryl Luey	Regine Zhang
Roberta Brandi	Tais Bansal	Tamara S
Tommy Cheung	Christina Kei	Connie Poon
Desmond Cheung	Don K	Ivy K
Tina	Vania Ng	Vicky Leung
Vita Law	William Loasby	Jeff & Christine Bozzard
Jocelyn Wong	Joey Wong	Ken & Renee Choy
Khushnawaz Mistry	I Q	HeiHei CalCal
Marco Cao	Miaomiao Yu	Olivia Lau
Phil Chau		

Call to Order

Justin Leung called the meeting to order at 7:04 pm

Land Acknowledgement

Approval of Agenda

Approval of previous general minutes - April 17th, 2024

Michelle Leung motions to approve previous minutes, seconded by Terence Chow, motion carried

Chair Report: Justin Leung

- Welcome back parents was a success. We ran out of coffee. Will get more coffee next time
- Welcome back teacher was also a success. Treats were finished quickly.
- WhatsApp classroom and community announcements groups
 - Need to find balance between too little and too much information. Don't want to be too noisy and overwhelm busy parents
 - Parents have the option to mute announcement on phone if it gets too noisy

- About 400 people on the community, spread the word and add them to the community and class groups
- Group chats is what we make out of it, introduce yourself
- More parents on PAC exec, more fundraising and engagement
- Domino pizza fundraiser, save money and money goes back to PAC
- New Laptop cart was approved at the May 2024 AGM. It was provisioned during the summer and in use now.
- Pedestrian Crossing on 46th and Tisdall is delayed. James Yeung is following up on that.

Principal's Report: Cathy Thomas

- We have a full school with 519 students in 21 divisions. There is a waitlist for every grade.
 - We have a new vice principal Ms. Marsden and new teachers
 - Foundation Skills Assessment
 - Test grade 4 and 7 students on math, reading and writing
 - Parents receive assessment information
 - Not high stress testing environment. Just informative snap shot
 - First assembly and review code of conduct
 - Go visit each division this week and next week
 - Next assembly will be on Friday, September 27th for orange shirt day. We will discuss residential school and their impact on community.
 - Terry Fox run will occur on Friday, October 4th
 - Sports is underway
 - junior girl soccer team - first game last night
 - cross country training has started, first mini meet next week
 - Work with staff to prioritize teachers' wish list
 - Parent question: with more real statement development around school, how is VSB accommodating capacity since school is already full
 - Cathy: Maybe VSB will change school catchment zone. Don't know if there are any plans

Treasurer's Report: Terence Chow

- Presentation of 2024/25 budget
 - General funds - increase and adjust proportionally for school supporting activities
 - Field trip and iPad cart purchase are big items for this year
 - Gaming funds - should receive late October, used for workshops
 - No Liabilities
 - GIC - \$20 K matures in November
 - Fundraising sources
 - Hot lunch
 - Gift cards
 - Apple
 - Purdy's chocolate
 - Elaine:
 - Earth bite is a non profit program. They bring in gardening facilitator to work with teachers.
 - 4 session in total, 1 in each season, total \$9,200, \$48 per student per year
 - in winter, turn harvest into soup and sell soup
 - In spring / summer, sell produce
 - Jamieson School have 8 garden boxes, available to 8 divisions
 - include 4 seasonal workshops, cover gardening cost, topping soil
 - Cathy: gardening committee met last week. Ms Chan is organizing. 12 divisions are interested.
 - PAC cannot fund a subset of the student body. The program needs to be available to the entire school. If teachers are interested, they may use classroom and field trip funds and do additional fundraising for gardening program.
- Budget approval for 2024-2025 - Michelle, Wendy

- Michelle Leung makes motion to approve draft budget for September 2024 to June 2025, second by Wendy Man, motion passed by majority.
- iPad cart with 30 iPads at \$15,729
 - iPads and laptops should be on a 5 year upgrade cycle
 - Currently we have 3 laptop carts and 2 iPad carts
 - Maybe set aside \$10,000 for tech fund upgrade each year
 - VSB paid 4 years ago for the last round of tech upgrade. It can be for new laptop or iPad depending on what the school needs.
 - Michelle Leung makes motion to approve \$15,729 for 30 iPads, second by Grace Hoffert, motion passed by majority.
- Will not get spirit wear t-shirt for kids this year

New Business

- Hot lunch program
 - White Spot gift card option - buy \$10,000 gift card and get 15 % in addition (spend \$10,000 and receive \$11,500 gift card for White Spot). Last year we spent \$27,000 on white spot.
 - Michelle Leung makes motion to purchase \$10,000 gift card for white spot, motion passed by majority
- Fundraisers & Events
 - Apple fundraiser on going
 - Gift cards (FundScrip)
 - Aiming for November launch
 - Expecting \$2,500 in profit
 - Negotiating for better deals
 - Carnival
 - May (?), still trying to get vendors
 - Need a backup plan if it rains, would everything fit in the gym?
 - \$800 for inflatable games rental. They setup and clean up. One person on site at all time.
 - We need to get volunteers to man the games. At least 1 volunteer or adult per game
 - Parents can create stations. Doesn't have to be all from rental
 - Talk to PAC if you have any idea or want to volunteer
 - \$1000 already budgeted in 2024/2025 budget that was approved
 - Movie Night - 2 nights, \$900 for movie license approved in 2024/2025 budget
 - PAC run but grade 7 can sell snacks and merchandising

Adjournment

Wendy Man motions to adjourn meeting, seconded by Grace Hoffert, meeting adjourned at 8:10 pm

Next PAC meeting

November 20th, 2024 held virtually online

PAC Budget (2024-25)

		2023-24 Budget	2023-24 Actual	Proposed Expense 2024-25	Comment	Proposed Revenue 2024-25	Details and assumptions
General	(Opening Balance \$ 17,084.13)						
	Technology		\$500	\$13,167	\$750		Increased due to 2023-24 increased spending
	Classroom Support	\$350*21, \$500*2	\$7,800	\$7,800	\$8,350	Incr in 2023/24	Increased to \$350 per class
	Library Support		\$500	\$2,000	\$2,000	Incr in 2023/24	Based on previous year's figures
	Field Trips	600*21	\$10,500	\$10,500	\$12,600	New in 2023/24	Further increase as planning to continue with more field trips
	Sports Equipment		\$500	\$500	\$500		Same as previous year
	Teacher/staff holiday lunch	\$40*45	\$1,800	\$1,778	\$1,800		Assume \$40 per teacher
	End of Year teacher/staff lunch	\$30*45	\$1,350	\$1,237	\$1,350		Assume \$30 per teacher
	Parent volunteer appreciation		\$750	\$306	\$750		Same as previous year
	Student volunteer appreciation		\$700	\$500	\$700		Same as previous year
	Principal/VP appreciation		\$100	\$100	\$100		Same as previous year
	Student Agenda		\$2,500	\$2,591	\$2,623		Based on estimate received
	Special Events (i.e. Parent welcome back, concert, fun night, talent show)		\$2,500	\$933	\$1,000		Decrease and allocate the funds for other specific activities
	PAC operating expenses		\$800	\$303	\$500		Suggest to remain between 500 to 600
	PAC Meeting childcare	\$15*8	\$120	\$15	\$120		Same as previous year, \$15 for each meeting
	Memberships		\$75	\$75	\$100		BCPAC Membership updated to \$100
	Sports Day Treats		\$220	\$132	\$220		Same as previous year
	Alumni Scholarships	250*4	\$1,000	\$1,000	\$1,000		Same as previous year
	Grad		\$1,100	\$1,155	\$1,100		Same as previous year
	Movie Night (2 nights)	-	-	-	\$900		Based on quotations from Michelle (800 + tax)
	Carnival	-	-	-	\$1,000		Based on updated quotations from Michelle, subject to changes
	Hot Lunch		\$80,000	\$100,458	\$109,000	\$137,500	Based on latest updates, the profit should only be 28K for this year
	Concession		10,000	\$6,461	\$4,500	\$8,000	Expecting to decrease the number of concession activities for this year
	Ticket Sales			\$964		\$1,000	same as previous year
	Fundraising (apples, Purdys)			\$1,908		\$2,000	same as previous year
	Gift Cards Fundraising	-	-	-		\$2,500	Rough estimate
	TOTAL		\$122,815	\$151,009	\$150,963	\$151,000	
	VARIANCE (Profit/Loss)						\$37
Gaming	(Opening Balance \$ 0)						
	Extra Curricular : Saleema		\$2,284	\$2,284	-		No Saleema this year
	Tennis / Pickleball	-	-	-	\$2,500		New item Based on previous year estimate
	Extra Curricular: Dance		\$3,500	\$7,600	\$8,000		
	Extra Curricular: Science		\$3,500	\$3,255			
	Gaming Grant		\$9,284	\$13,139	\$10,500	\$10,500	
	VARIANCE (Profit/Loss)						\$0
VSB Bank Account	(Opening Balance \$TBC)						
	Yearbook	365*15	\$5,500	\$5,500		\$7,300	Assume no cost increase in printing
	VARIANCE (Profit/Loss)						\$1,800
Strings	Separate Account, Revenues/Costs managed separately						