

# ÉCOLE PAULINE JOHNSON PARENT ADVISORY COUNCIL

## Annual General Meeting Agenda

7:00 pm Wednesday, September 23rd, 2020

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Virtual Meeting via Zoom

1. **Call to Order** - *Lisa Black*
  2. **Approval of Agenda** - *Lisa Black*
  3. **Vote for incoming 2020-21 PAC Executive** - *Lisa Black*
  4. **Approval of Minutes of September 11th, 2019 AGM** - *Monique Schelle*
  5. **Business Arising from the Minutes** - *Monique Schelle*
  6. **Welcome** - *Monique Schelle*
  7. **Principal's Report** - *Mme Zielinski*
  8. **Treasurer's Report** - *Dina Daraee*
  9. **Vote for 2020-21 Budget** - *Monique Schelle*
  10. **Volunteer Call** - *Monique Schelle*
  11. **Communications Tips** - *Steph Lecomte*
  12. **New Business** - *Monique Schelle*
  13. **Questions/Comments** -
  14. **Adjournment** - *Monique Schelle*
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**Next General PAC Meeting:** 9:30 am Wednesday, October. 14th via Zoom

# Ecole Pauline Johnson Parent Advisory Council

## PROFIT AND LOSS

July 2019 - June 2020

	TOTAL
<b>INCOME</b>	
Fundraising Income	0.00
Baby sitting and stay safe	856.00
Card project	944.20
Disco	719.64
Family BBQ	-9.96
Fun Lunch Revenue	4,551.73
Gelato Monthly	881.45
Large Fundraiser	10,040.46
Movie Nights	448.00
Santa's Workshop Sales	1,189.59
School Supplies	1,431.79
Shop Funds	91.80
Spirit Wear	2,099.11
<b>Total Fundraising Income</b>	<b>23,243.81</b>
Income	0.00
Donations	4,926.23
Grants - BC Gaming	7,560.00
Interest Income	342.41
WVSD #45 Payments	1,042.11
<b>Total Income</b>	<b>13,870.75</b>
<b>Total Income</b>	<b>\$37,114.56</b>
<b>GROSS PROFIT</b>	<b>\$37,114.56</b>
<b>EXPENSES</b>	
Administration Expenses	0.00
Bank Service Charges	0.00
Communications	155.88
Dues and Fees	65.00
Meeting Expenses	283.23
Quickbooks	339.36
<b>Total Administration Expenses</b>	<b>843.47</b>
Capital Expenditures	1,871.21
PJ Legacy Expenditures	0.00
Athletics	274.80
Library	33.99
Playground Maintenance and Equipment	50.00
Scholarship for Sentinel student	1,000.00
<b>Total PJ Legacy Expenditures</b>	<b>1,358.79</b>
PJ School Expenses	0.00
Classroom Discretionary Funds	1,304.83
Field Trip Transportation	500.00
Other Expenses	64.93
Staff Appreciation	40.00
<b>Total PJ School Expenses</b>	<b>1,909.76</b>

# Ecole Pauline Johnson Parent Advisory Council

## PROFIT AND LOSS

July 2019 - June 2020

	TOTAL
PJ's School Events	0.00
Crepe Lunch	194.85
Cultural and Community Events	148.12
Dundarave Festival of Lights	120.00
Grade 7 Graduation	946.79
Grade 7 Trip	12,000.00
New Parent Wine and Cheese	168.10
Welcome Back Coffee	249.79
<b>Total PJ's School Events</b>	<b>13,827.65</b>
Principal's Budget	0.00
ELL	300.58
Learning Support	215.59
Principal Discretionary Fund	750.35
Self Regulation Exec Functioning	1,157.09
<b>Total Principal's Budget</b>	<b>2,423.61</b>
<b>Total Expenses</b>	<b>\$22,234.49</b>
<b>PROFIT</b>	<b>\$14,880.07</b>

# Ecole Pauline Johnson Parent Advisory Council

## BALANCE SHEET

As of June 30, 2020

	TOTAL
<b>Assets</b>	
Current Assets	
Cash and Cash Equivalent	
Gaming Account	7,020.29
Operating Account	84,832.34
Pay Pal	0.00
WVSD Trust Accounts	6,993.22
<b>Total Cash and Cash Equivalent</b>	<b>\$98,845.85</b>
GIC's	60,797.88
Prepays	199.00
Uncategorized Asset	200.00
<b>Total Current Assets</b>	<b>\$160,042.73</b>
<b>Total Assets</b>	<b>\$160,042.73</b>
<b>Liabilities and Equity</b>	
Liabilities	
Current Liabilities	
Fun Lunch Reserves	0.00
GST/HST Payable	0.00
Unearned Revenue	0.00
<b>Total Current Liabilities</b>	<b>\$0.00</b>
<b>Total Liabilities</b>	<b>\$0.00</b>
Equity	
Opening Bal Equity	20,762.52
Retained Earnings Operating Res	15,000.00
Retained Earnings	109,400.14
Profit for the year	14,880.07
<b>Total Equity</b>	<b>\$160,042.73</b>
<b>Total Liabilities and Equity</b>	<b>\$160,042.73</b>

# PJ PAC Budget 2020-21

Revised Sep 16, 2020

Income	Actual 2017-18	Actual 2018-19	Budget 2019-20	Actual (until June 30th) 2019-20	Proposed Budget 2020-21
<b>Fundraising</b>					
Family BBQ	4,129.24	5,336.41	3,000.00	-9.96	0.00
Fun Lunch Revenue	22,770.27	15,985.15	14,000.00	4,551.73	4,500.00
Large Fundraiser (Gala)	10,000.00	0.00	950.00	10,040.46	17,560.00
Gelato Monthly	1,490.39	1,507.88	1,200.00	881.45	800.00
IGA Fundraiser	107.39	51.36	0.00	-	-
Movie Nights	3,165.59	2,884.98	1,300.00	448.00	-
School Supplies	1,150.00	1,044.68	1,500.00	1,431.79	1,500.00
Spirit Wear	936.04	1,769.16	1,400.00	2,099.11	1,600.00
Santa's Workshop	1,191.12	1,334.29	1,200.00	1,189.59	1,000.00
Babysitting and Stay Safe	-	900.00	650.00	856.00	800.00
<b>Total</b>	<b>\$44,940.04</b>	<b>\$30,813.91</b>	<b>\$25,200.00</b>	<b>\$21,488.17</b>	<b>\$27,760.00</b>

<b>Other Income</b>					
Gaming Grant	7,640.00	8,976.00	7,560.00	7,560.00	8,600.00
Interest Income	272.76	276.39	250.00	342.41	250.00
SD45 Payents	181.24	276.71	180.00	1,042.11	180.00
Parent Donations	5,332.50	5,005.07	0.00	4,926.23	-
Other Income	595.6	1.25	0.00	-	-
<b>Total</b>	<b>\$14,022.10</b>	<b>\$14,535.42</b>	<b>\$7,990.00</b>	<b>\$13,870.75</b>	<b>\$9,030.00</b>

<b>Extra Income</b>					
Shop Funds/Mabel's Labels	0.00	88.65	0.00	91.80	100.00
Disco	676.00	982.01	640.00	719.64	-
Art Auction	0.00	0.00	0.00	gala	gala
Fund the Need	0.00	0.00	0.00	gala	gala
Art Cards	0.00	1,286.79	500.00	944.20	900.00
<b>Total</b>	<b>\$676.00</b>	<b>\$2,357.45</b>	<b>\$1,140.00</b>	<b>\$1,755.64</b>	<b>\$1,000.00</b>

<b>Income Grand Total</b>	<b>\$59,638.14</b>	<b>\$47,706.78</b>	<b>\$34,330.00</b>	<b>\$37,114.56</b>	<b>\$37,790.00</b>
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# PJ PAC Budget 2020-21

Revised Sep 16, 2020

Expense	Actual 2017-18	Actual 2018-19	Budget 2019-20	Actual (until June 30th) 2019-20	Proposed Budget 2020-21
<b>Admin Expenses</b>					
PayPal Service Fees/Banking Fees	1,694.91	0.00	0.00	-	60.00
Communications	448.56	0.00	200.00	155.88	600.00
Dues and Fees	40.00	90.00	120.00	65.00	100.00
Meeting Expenses	133.80	105.80	150.00	283.23	100.00
Photocopying	127.57	49.40	50.00	-	50.00
QuickBooks Online	144.56	171.23	240.00	339.36	300.00
Other	387.08	103.44	500.00	-	100.00
<b>Total</b>	<b>\$2,976.48</b>	<b>\$519.87</b>	<b>\$1,260.00</b>	<b>\$843.47</b>	<b>\$1,310.00</b>

<b>Capital Expenditure</b>					
WV Place for Sport	2,500.00	0.00	0.00	-	-
Fund the Need	12,719.22	17,382.89	0.00	-	-
Kindy Area Rebuild	-	\$5000 is transferred to SD45 account in June 2019		1,500	-
Tripod and Audio Equip					1,000
<b>Total</b>	<b>\$15,219.22</b>	<b>\$17,382.89</b>	<b>\$0.00</b>	<b>\$1,500.00</b>	<b>\$1,000.00</b>

<b>PJ Legacy</b>					
Athletics Equipment	*654.41	0.00	940.00	274.80	-
Comp Tech	0.00	0.00	0.00	-	-
Library	*1978.98	77.90	200.00	33.99	-
Music and Fine Arts	530.02	53.76	200.00	-	-
Musical Equipment	*240.47	0.00	0.00	-	-
Playground Mmt/Equip.	0.00	116.00	500.00	50.00	500.00
School Musical/Virtual Production	0.00	763.33	0.00	-	2,000.00
Scholarship for Sentinel student	-	-	1,000.00	1,000.00	1,000.00
<b>Total</b>	<b>\$530.02</b>	<b>\$1,010.99</b>	<b>\$2,840.00</b>	<b>\$1,358.79</b>	<b>\$3,500.00</b>

(\* taken from SD45 trust account)

<b>PJ School Expenses</b>					
Class Discretionary Funds	2,041.77	3,028.53	3,600.00	1,304.83	3,800.00
Educational Speakers	260.00	0.00	1,500.00	-	250.00
Emergency Preparedness	0.00	0.00	500.00	-	500.00
Field Trip Transportation	1,000.00	1,400.00	1,800.00	500.00	-
Santa's Workshop Donation	1,300.00	under income	under income	-	underincome
Health Education	0.00	1,522.60	0.00	-	2,000.00
Other Expenses	387.08	112.25	1,500.00	436.14	1,000.00
Staff Appreciation	*742.66	210.00	500.00	40.00	500.00
<b>Total</b>	<b>\$5,487.51</b>	<b>\$6,273.38</b>	<b>\$9,400.00</b>	<b>\$2,280.97</b>	<b>\$8,050.00</b>

# PJ PAC Budget 2020-21

Revised Sep 16, 2020

Expense	Actual 2017-18	Actual 2018-19	Budget 2019-20	Actual (until June 30th) 2019-20	Proposed Budget 2020-21
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PJ School Events					
Art in Education	0.00	5,393.48	0.00	-	-
Dance in School	-	-	2,830.00	-	2,580.00
Bonhomme Skate	0.00	0.00	0.00	-	-
Community Day Parade	150.00	0.00	150.00	-	-
Crepe Luncheon	196.40	166.97	300.00	194.85	300.00
Community and Cultural Events	0.00	-37.03	250.00	148.12	200.00
Dundarave Festival of Lights	384.76	410.29	200.00	120.00	450.00
Gr 4/5 Bike Safety	0.00	630.00	0.00	-	1,300.00
Gr 7 Grad	1,325.41	1,010.24	1,200.00	946.79	1,600.00
Gr 7 Quebec Trip	12,746.00	12,000.00	12,000.00	12,000.00	12,000.00
New Parent Wine and Cheese	307.85	197.27	200.00	168.10	-
Sports Day Lunch	852.70	548.73	1,000.00	-	1,000.00
St John's Ambulance	0.00	2,354.00	0.00	-	3,000.00
Welcome Back Coffee	150.32	126.70	200.00	249.79	-
CAO	0.00	0.00	0.00	-	-
<b>Total</b>	<b>\$16,113.44</b>	<b>\$22,800.65</b>	<b>\$18,330.00</b>	<b>\$13,827.65</b>	<b>\$22,430.00</b>

Principal's Budget					
ADST Coding	100.90	125.97	n/a	-	-
ELL	279.45	151.71	300.00	300.58	300.00
Learning Support	579.24	64.16	200.00	215.59	200.00
Principal's Discretionary Fund	1,276.40	153.84	1,000.00	750.35	1,000.00
Self Reg/	694.59	369.09	1,000.00	1,157.09	1,000.00
<b>Total</b>	<b>\$2,930.58</b>	<b>\$864.77</b>	<b>\$2,500.00</b>	<b>\$2,423.61</b>	<b>\$2,500.00</b>

<b>Expense Grand Total</b>	<b>\$43,257.25</b>	<b>\$31,469.66</b>	<b>\$34,330.00</b>	<b>\$20,734.49</b>	<b>\$37,790.00</b>
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Extra Budget from Carried Items	Original bal	Current bal	Remaining	Sources
Athletics (from Gaming Account)	934.90	751.28	183.62	Bike raffle 2019
Library	881.00	847.01	33.99	Fund the need in 2017
Music	429.24	429.24	0.00	Fund the need in 2017
Emergency preparedness	360.00	360.00	0.00	Fund the need in 2017
<b>Total</b>	<b>\$2,605.14</b>	<b>\$2,387.53</b>	<b>\$217.61</b>	