



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

January 15, 2025 (6:30 p.m. – 7:15 p.m.)

Land Acknowledgement

1. Review and Approval of Agenda

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

2. Review and Approval of November Minutes

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

3. Principal's Report by Mr. Bozic

- a) There will be 2 school wide field trips:
 - January 28th will be skating, 3 sessions with classes divided in 2 groups. School is looking for parent drivers for this trip.
 - April 3rd will be to Science World and will be taking a school bus
- b) Planning for gardening projects. Looking to grow community garden south of the main playground by having large containers. School will need to work with SD43 Facilities department.
- c) For spider web playground structure in the main playground, cabling is showing wear and tear, cloth covering the cable is torn with cable exposed. It has been mended and should last a couple of years but should look towards fixing/replacing the structure in the next few years.
- d) MDI (middle years development instrument) survey for Grade 4 students will be held in February. Correspondence has been sent to families in case anyone wishes to opt out.
- e) Basketball for Grade 5 students is still in the works but not starting yet. Trying to have a mini league with practices on Mondays/Wednesdays. 16 students have signed up.
Question from parent: Will other grades be considered for the league? Not at this time as there are enough Grade 5 students who signed up and other schools have only Grade 5 students in the league.
- f) Staff working on micro-aggression, inclusion, safety, diversity strategies for students. Work is in progress and will be asking for parents input in the future.
Question from parent: What is the school's take on roasting? School is aware of roasting and have been teaching students to stop as it can be offensive for some students.

4. Co-President's Report

- a) Thank you to all those who were able to join for the Holiday Pancake Breakfast, who participated in our Created by Kids fundraiser and also our Purdy's chocolate fundraiser all before winter break.
- b) Next PAC meeting: Wednesday, February 19th, 6:30pm – join us via zoom. Zoom link will be on the school website homepage and agenda will be sent by email.

Committees Summary



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DPAC	Grade 4 FSA results were higher than Provincial average. MyEducation login expires within 90 days but now allows use of BC Services Card to log in which does not expire and does not need password. Just a reminder that report cards are not kept year after year so please download them out of MyEducation.
Emergency Preparedness	No updates at this time
Fruit and Veggie Program	January delivery will be Snap Peas on the week of January 20 th . If you wish for your child to not participate, please email the PAC at rcmac.pac@hotmail.com .
Fun Run	No updates at this time
Grade 5 Leaving Ceremony	No updates at this time
Healthy Hair	Our second healthy hair lice screening for the school year will be on the morning of Monday, January 20 th . If you wish for your child to not participate in the hair check, please email the PAC at rcmac.pac@hotmail.com .
Holiday Breakfast	Thank you to all volunteers for making the event festive and enjoyable. We had approximately 300 people attend. Special thank you to all our sponsors and families who volunteered.
Hot Lunch	<u>Winter Term Hot Lunch</u> Our first Munch A Lunch for 2025 will be Little Caesars Pizza on Friday, January 17th. Ordering cut off for January 17th has passed but there's another hot lunch on Friday, January 31st with a new vendor, Taco Del Mar! • Friday, February 14th: Subway • Friday, February 21st: A&W • Friday, March 14th: Little Caesars Pizza Ordering closes 10 days before the lunch/treat day and late orders cannot be accepted If you are a NEW caregiver wanting to sign up for Munch A Lunch please use this link https://munchalunch.com/schools/rcmacdonald Returning caregivers can use this link https://munchalunch.com/login If you didn't order, please let your child know in advance.
Movie Night	No updates at this time
Project Salamander	Committee Lead role – currently open. Looking to fill this role
Purdy's Chocolates	Thank you to the families who supported this fundraiser.
School Dance	No updates at this time
Staff Appreciation	No updates at this time
Student Learning Workshops	We are scheduling body science/sexual health education for Spring term and



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	looking into other student learning workshop opportunities. Dates will be announced once confirmed.
Treat Sale	We are planning a bake/treat sale during winter term. Thank you to all the volunteers who signed up to help us bake/make treats. If you are able to help and haven't signed up yet, here is the sign up sheet: https://volunteersignup.org/D94E7 We will provide more details once the date is confirmed.
Welcome Back Picnic	No updates at this time
Welcome to Kindergarten	No updates at this time

5. Treasurer's Report by Sarah O

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

Approved by Nelly

Seconded by Roya

6. Old Business

- a) Elections – PAC Committee Leads

- o **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, supporting teachers with garden, etc.
- o **No volunteers** – carrying this item to next meeting. If you are interested in helping with this committee, please email us at rcmac.pac@hotmail.com or come to our next meeting!

7. New Business

- a) Project Salamander reserved funds – garden or front area. Martin will get quotes and bring a proposal for future meeting for parents to vote on usage. Portion of existing blue garden tubs will be used in garden near playground. Looking to create mud kitchen in the area where the blue tubs are right now.

8. Adjournment – 7:15pm

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

Appendix A

**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
RECEIPTS:											
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)	(1,859.29)	0.00	0.00	0.00	0.00	0.00	1,210.87	2,000.00	(789.13)
Interest Income	16.91	5.71	11.25	0.00	0.00	0.00	0.00	0.00	33.87	10.00	23.87
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	250.00	0.00	0.00	0.00	0.00	0.00	3,472.00	3,500.00	(28.00)
Special Event - Photo Expressions	0.00	0.00	1,131.30	0.00	0.00	0.00	0.00	0.00	1,131.30	200.00	931.30
Special Event - Pancake breakfast	0.00	0.00	119.42	0.00	0.00	0.00	0.00	0.00	119.42	200.00	(80.58)
Special Event - Movie night October	0.00	(150.00)	836.74	0.00	0.00	0.00	0.00	0.00	686.74	200.00	486.74
Special Event - Movie night March	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	(200.00)
Special Event - Dance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	(200.00)
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	220.00	0.00	0.00	0.00	0.00	0.00	220.00	350.00	(130.00)
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)
TOTAL RECEIPTS	6,884.31	2,180.47	709.42	0.00	0.00	0.00	0.00	0.00	9,774.20	12,385.00	(2,610.80)
DISBURSEMENTS:											
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	(44.79)	0.00	0.00	0.00	0.00	0.00	(44.79)	50.00	(94.79)
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
TOTAL DISBURSEMENTS	(336.00)	(399.64)	(44.79)	0.00	0.00	0.00	0.00	0.00	(780.43)	11,255.00	(8,535.43)
NET SURPLUS before undernoted items	6,548.31	1,780.83	664.63	0.00	0.00	0.00	0.00	0.00	8,993.77	1,130.00	5,924.63
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)
EXCESS (DEFICIENCY) RECEIPTS OVER DISBURSEMENTS	6,548.31	1,780.83	664.63	0.00	0.00	0.00	0.00	0.00	8,993.77	330.00	6,724.63
CASH ON HAND, BEGINNING	14,813.31	21,361.62	23,142.45	23,807.08			0.00	0.00	14,813.31		
CASH ON HAND, ENDING	21,361.62	23,142.45	23,807.08	23,807.08	0.00	0.00	0.00	0.00	23,807.08		
CASH IN BANK											
Community Chequing - General	11,798.07	10,576.19	10,979.57								
Community Chequing - Project Salamander	1,850.38	1,850.38	1,850.38								
Community Chequing - Gaming	106.07	3,006.07	3,006.07								
Community Savings - General	4,476.24	4,487.47	4,498.72								
Community Savings - Gaming	0.34	0.34	0.34								
Outstanding Cheques	0.00	0.00	0.00								
Outstanding deposits	0.00	0.00	0.00								
School Account	3,125.00	3,222.00	3,472.00								
CASH ON HAND, ENDING	21,356.10	23,142.45	23,807.08	0.00	0.00	0.00	0.00	0.00	0.00		

Respectfully submitted,
Sarah Ostonal - Treasurer

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

FUNDRAISING ACTIVITIES	RECEIPTS	DISBURSEMENTS	NET PROCEEDS
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	-1,859.29		-1,859.29
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
Total Hot Lunch	1,210.87	0.00	1,210.87
Special Event - Welcome BBQ			0.00
Special Event - Halloween Dance			0.00
Special Event - Photo Expressions	1,131.30		1,131.30
Special Event - Pancake breakfast	119.42		119.42
Special Event - Movie night October	686.74		686.74
Special Event - Movie night March	0.00		0.00
Special Event - Dance	0.00		0.00
			0.00
Total Special Event	1,937.46	0.00	1,937.46
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
Total Treat Sale	0.00	0.00	0.00
Purdy's Fundraiser - Dec	0.00		0.00
Purdy's Fundraiser - Mar			0.00
			0.00
Total Purdys Fundraiser	0.00	0.00	0.00
Theatrix Proceeds	220		220.00
Total Theatrix Proceeds	220.00	0.00	220.00
Read-a-thon Fundraiser - Jun	0.00		0.00
			0.00
Total Read-a-thon Fundraiser	0.00	0.00	0.00
Total Fundraising Activities			3,148.33