

Yarrow Community School PAC Meeting Agenda

February 29, 2024 - 7:02 PM School Library

Leanne Letham, Emily Arthur, Marie Vroom, Sherisse Ellerby, Jamie Kulmatycki, Jaime Kampman, Jade Kragh, Natasha Vandiermen, Dana Swindon, Nicole Walters, Nadia Lozada, Sumeuy Lam

Welcome/Call to Order 7:02PM Leanne

Approval of Agenda-Marie

Adoption of Previous Minutes-Jaime/Leanne

Principal's Report - Mrs. DeBruyn

● **Important Dates**

- Last Wednesday was pink shirt day.
- Hot lunch, student conferences and triple ball tournaments were held on Thursday. Students had the opportunity to bring their parents back to school and show them what they have been working on and learning.
- Friday was an early dismissal.
- Lunchtime basketball intramurals are on. Mrs Jarvis is taking kids to games but it is also inhouse at lunch.
- Join author, Dr. Leah M Kelley, for a free dynamic event discussing the path toward creating a more understanding world for Neurodivergent and Disabled people. March 7th - 6:30- 8:30pm at Stitó:s Lá:lém Totí:lt 5337 Tyson Rd, Chilliwack
- Report cards are due March 8
- Talent show, March 8 12:30pm. SO many kids tried out last year but there just isn't that much time to include them all. Mrs Jarvis is letting the kids down gently if they do not qualify. Let your child know next year is also a possibility to try out again.
- Drumming performance, Friday, March 15, 12:30pm.
- March 18-April 2, Spring break (2 weeks plus one day because Monday is Easter).

● **Staffing**

- Mrs Henderson is away so Mrs Threlfall is filling in.
- Mrs Falk is coming back full time after spring break from maternity leave and replacing Mrs Boucher.
- Mrs Bessie is coming back 80% after spring break.
- Mrs Henderson is off with a concussion.
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● **Classes/Divisions**

- Currently we have 33 kindergartens registered. Projecting 47-48 kids by start of next school year.
- We have only 35 Grade 5's this year which isn't always the norm. It can fluctuate quite a bit. The rest of the school grades are usually in the 40's.
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- **Cost items/Community initiatives**
 - Senior tea
 - Books Bannock and Bingo
 - In House Drummer
 - iPads
 - Playground Upgrade
 - Transmountain approved grant for \$5000
 - Community School grant of \$5000
 - We still need money for the playground-costs are so high. \$29,000 for just one oodle swing.
- **School Merch**
 - Bulldog swag is still available for order from the office.

Chair Report - Leanne Letham

- Parent Survey results were released. Thank you to all who participated!! The PAC uses this input to determine how we move forward with spending/events. ***The full results are listed at the end of the minutes***. In a nutshell, we are moving forward positively and parent support is strong. We received some great new ideas as well as support for old ones so stay tuned!
 - One major change was the amount delegated to technology. The PAC has gone above and beyond the agreed upon amount of \$2000/year so we will scale back to the original commitment.
- If you ever have comments still they are always welcome yarrowpac@gmail.com
- Upcoming PAC Dates:
 - March 4 - Neufeld Farms Orders Due!
 - <https://app.neufeldfarms.ca/fundraising/2024-yarrow-community-school>
 - March 8 - Movie Night @ YCS - Details Coming Soon!
 - March 11 - Neufeld Farms Pickup @ 3PM at YCS
 - March 13 - Parent Coffee & Treats Morning - 7:30-8:30am @ YCS
 - March 13 - Smoothie Day!
 - March 14 - Popcorn Day - Bring your Loonie for a bag of popcorn!
 - March 16 - April 1 - Spring Break
 - April 10 - Popcorn Day
 - April 10 - Parent Coffee & Treats Morning - 7:30-8:30am @ YCS
 - April 17 - Hot Lunch Orders Due
 - April 17 - Smoothie Day!
 - April 19 - Silent Auction & Trivia Night!
 - April 25 - Hot Lunch - Perfekt Deli

DPAC Report - Jamie Kampman

- Nothing to report until the next DPAC mtg.

Treasurer Report - Emily Arthur

- We are doing well. We were able to give \$4200 to all the classrooms for the teachers to do with what they see fit. \$300/division plus gym teacher.

- Question: Do the teachers run out of money after the \$300 from the PAC?
- Answer by Charlotte: the school matches the money and usually they are good. Our PAC is very generous to do this. We did get more money from the district. Usually elementary schools are underfunded so we got \$10 more per pupil this year because of that. Next year will be topped up again and will make a good difference.
- We had a record breaking movie night with approx \$900 profit.
- How much do we want to leave in the bank for the PAC to begin with next year? Our goal is \$2500.

Strategic Plan - Present and Vote

- The old strategic plan had a budget to spend \$15,000 annually, but only \$12,000 was budgeted to raise annually. We revamped so these numbers would match up. ***Full strategic plan can be viewed at the end of the minutes***.
 - Motion to accept: Dana, Second: Jade
 - Show of hands vote: Unanimous
- Questions?
 - Jade asked if the movie license is a one time charge per year? Answer: Yes
 - Question: Did more people attend Feb movie night because it had a sponsored supper? Answer: Possibly. I could also have been that it was related to One School and One Book.
 - Comment by Danae: We could raffle a couch seat off for movie night to raise funds (instead of sitting on the floor).

Committee Reports

- *Emily - Auction Committee*
 - Where: Yarrow Community Hall
 - When: April 19
 - What: Trivia and Silent Auction Night. Hoping to serve some alcohol and serve some food.
 - Not sure if we will do a live auction too-depends on how much donations we get and what the caliber of them are.
 - Jade might have connection for a bartender
 - We have letters to be taken out/emailed to businesses asking for donations. Company info will be placed near the item donated or the giftcard. Business cards can be placed there too.
 - Emily has her Serve it Right.
 - We still have a LOT to organize and plan
 - Donations can be given straight to the district to get a tax receipt.
 - Goal is to fundraise for the swing and to leave money in the bank for the PAC to begin with next year. Any extra money will be earmarked for our school.
 - Companies who give large donations will potentially receive a plaque near the playground for their generosity. Could also be recognized at an assembly.
 - Questions:
 - Jade: Who to invite?
 - Answer: anyone and everyone
 - Danae: DO we want music? DJ?
 - Answer: Yes, Yes!
 - Nicole: Does the district not help with the playground?

- Answer from Charlotte: No, playgrounds come from grants or donations. We would like to get the swing fundraised by the end of June.
 - Idea from Nadia: fundraise for the playground by paying to have your child's handprint placed in the cement or place bricks around the edge of the pathway with your child's name. Charlotte: It might be rubber matting but that is an idea.

- *Fundraising Report - Marie*
 - We are almost done with our Neufeld's fundraiser. It closes today!!!
 - Survey showed parents wanted the No Fundraiser Fundraiser back so we will bring it back for the 2024/2025 year.
 - So Luxury fundraiser will be in May for Mothers Day. We get 50% in profits, our largest ever. Consider ordering for your mother/sister/daughter/grandmother/auntie/friend 😊

- *Events Report - Sherisse*
 - Our next movie night is March 8 - We have had sponsors for the past two movie nights and they worked out great! We have been approached by local businesses looking to contribute to the kids at school and this is a great way!
 - Grade 5's tend to be the ones with some issues behaving during the movie nights.
 - We were told in previous years parents were allowed to drop off their kids and come back once the movie was done. This is NO LONGER ALLOWED. Please do NOT leave your child! We are not able to watch them all at the same time and have seen unsupervised children leave the building in the past. Unsupervised children will be stopped and given a phone to call their parents to pick up for their own safety.
 - If you or your business are interested in sponsoring a movie night you can contact us at yarrowpac@gmail.com. Each sponsorship can be curated to the business. We are grateful for each company, organization, and family that works with us!
 - Here are some examples of what have been done in the past, and/or other ideas that can be used:
 - Give a monetary gift to be used towards the cost of a school movie night (any amount).
 - Purchase supper for families before the movie starts.
 - Purchase the cost of movie tickets.
 - Purchase treats of your choice for the moviegoers (ideas are popcorn or cotton candy).
 - Upcoming Events:
 - April 19 - Silent Auction/Trivia night We need people to help, it's a big undertaking and the first one we've done.
 - Set up, take down
 - Decor
 - Solicitors
 - Food will be cooked and served partly by the Yarrow firefighters

- *Food Report - Leanne*
 - Next popcorn day is March 14, right before spring break
 - April hot lunch: The Perfekt Deli
 - May hot Lunch: Rivers Restaurant
 - Coffee Morning - March 13 thank you to Sumeuy for organizing that

Adjournment 7:55pm

Motion: Emily Second: Sumeuy

Next Meeting Tuesday April 30, 2024 @ 7PM @ YCS

Keep reading for Parent Survey results and Strategic Plan >>

Parent Survey February 2024 - Summary of Responses

1. Have you attended a PAC Meeting this year? 10 Yes 32 No
If not, why? Various Reasons - kids sports, schedule conflicts, work, too busy, my girls night, like my early bedtime, haven't seen reason to, etc.
2. Have you volunteered with the PAC this year? 18 Yes 24 No
*If you volunteered to help with Hot Lunch, Events, or Graphic Design, there were a few comments for this, please reach out to us if you want to get involved this year! Or PAC will be looking next year too :)
3. Are you a member of the YCS PAC Facebook page? 39 Yes 3 No
4. Rank the best ways for communication from the PAC.
Email and Facebook were both at the top.
Paper copies came in next.
And the PAC Website was nearly always last.
*We will be more regular with email communication. Volunteer requests will still be posted on the Facebook PAC page, but if you see a hot lunch, or smoothie day, or movie night event coming up that you want to help with, please reach out to us via email and we will get you down for that!
5. Do you order Hot Lunch for your children?
36 Yes 6 No
If not, why? My child hasn't liked any options. Picky Eaters. Financial Reasons.
6. Some hot lunch options were shared including specific restaurants etc, which we will make note of in our Hot Lunch plan. Thank you.
7. Are you struggling financially that you are not able to provide breakfast and lunch for you child? No - all responses
8. Popcorn Days - 8 Every Other Week. 34 Once a Month.
9. Rank the PAC Fundraisers your family would use most.
 - 1 - Neufelds Fall
 - 2 - Movie Nights and Popcorn Days
 - 3 - Neufelds Spring
 - 4 - Purdys Christmas
 - 5 - Purdys Spring
 - 6 - Spring Silent Auction (We can't wait to plan this event all out and see how it goes 😊)
 - 7 - Fundscrip*We forgot coupon books but raised about \$1200 this year so it was a successful fundraiser.

10. What other fundraisers would you suggest?

Soups, Seeds, Flowers, So Luxury (Coming April/May 2024!!), Pancake Breakfast, Treat Days, No Fundraiser Fundraiser - Just Donate! (Suggested Many Times), Childcare Night, Bottle Drive, Coffee, Gift baskets, Veggies - local farmers, Bake Sale, Car Wash, Book Sale, Theme Days, Fun Run, Carnival, etc

*We will keep track of these as PAC plans for the future. Some fun ones!

11. Would you like the opportunity to give a monetary donation to the PAC instead of supporting fundraisers through out the year?

20 Yes 19 No 3 No response

12. Rank the PAC Spending Priorities Listed in order ranked.

Classroom Budget - \$300 to teachers
Year End Activity Day
Accessible Playground
Christmas Pizza Lunch
Technology
One School, One Book

13. What other spending suggestions?

Supplementing more educational field trips (Less water park), Supporting school events already happening, Ask teachers, Presentations at School (theatre, musician, etc), bigger school field trips,

14. Technology - do we give \$2000/year or continue to give more than planned?

6 - Continue to give more than planned
25 - Give \$2000/year
9 - No Response
2 - Is there a middle option?

Feedback - Technology is important. Too many variables. What does the district provide? Not sure, what are the needs? Do we value Apple enough to fundraise that much? Are there not other more important needs for that money?

Other Comments

I'd like to see a Spelling Bee
Awesome Job! Thank you.

There were a few other longer comments that we have read through and appreciate! This is a general summary. We found this gave us some good insight and ideas. We welcome your questions and ideas at PAC meetings or send them our way via yarrowpac@gmail.com

Strategic Planning for PAC Funds

February 2024

Budget Category	Amount Required	Frequency
Classroom Budget	\$300/teacher	Annually
Evergreen Program/Technology	\$10,000	Every 5 years
	\$2,000	Annually into terms
Fun Events	\$3300	Annually
Administrative costs	\$1125	Annually
Staff Appreciation Lunch	\$500	Annually
Activity Day	\$5000 - 6000	Annually

We removed End of Year Ice Cream Party as most classes have a party, go to Mighty Moose etc. June is busy with lots of treats. We changed Terry Fox Freezies to \$100. We increased the budget of One School, One Book to \$1500 as this was voted on at a PAC meeting last school year 2022/2023. Fun Events includes items such as Smoothie Days, One School, One Book, Christmas Pizza Lunch, and Christmas Treats. These events were combined into one budget so that there was flexibility in the spending as events change over the years.

We increased the Staff Appreciation Lunch Budget by \$100. This was already done in the budget last year.

Administrative costs increased to include movie license , hot lunch platform fees, and miscellaneous fees.

Additional areas to fund will be voted on and added into or removed from budgets in the future as needs/wants change.

Total annual fundraising commitment: approximately \$11,125

(Activity Day is generally funded through the gaming grant money we receive.)

Estimated annual fundraising: \$8000 plus Spring Silent Auction coming up, which we expect will cover the remaining \$3125.

2023/2024 Fundraising - Coupon Books, Neufeld Farms Fall, Fundscrip, Purdys @ Christmas, Movie Nights, Popcorn Days Monthly, Babysitting Night, Neufeld Farms Spring, Spring Silent Auction Event, So Luxury, Pancake Breakfast

*The No Fundraiser Fundraiser received good support in the parent survey for future years.

Estimated annual shortfall: We anticipate to be able to fundraise to cover our commitments for this year. While the money raised each year is intended to be used for the students of that current school year, for the PAC it is very helpful to have a few thousand dollars in the bank account to get things started each fall. We hope to raise above our current commitments at our

Auction this spring so that we can leave approximately \$2500 for the YCS PAC next year and then this amount can be left each year.

Spending Goals of YCS PAC

Classroom Budgets - Provide support for our teachers and classrooms so that teachers and parents are more supported in the education of our children.

In the past the YCS PAC has been able to budget more towards classroom funding. As we started out the 2023/2024 year without a lot of funding, it did not fit in our budget this year. In our parent survey in February 2024, Classroom Budget was the highest ranked spending priority for the PAC. It has been discussed to provide a classroom budget (to support books, learning games, craft supplies, etc in the class) as well as provide a field trip budget to each teacher. This could be automatically given or given as the teachers use the funds, this would be up to the current YCS PAC. So we want to commit to a class budget each year and also suggest additional support for field trips.

Year End Activity Day - Support a school wide activity day for all students at the end of the year.

The YCS PAC receives a gaming grant from the provincial government of \$20 per student. This money has certain specifications of how it is spent, and we generally use a large portion of it towards this event.

Playground - Raise support for Accessible Playground Additions so that our playground is more accessible and inclusive for all students.

We are asking for donations towards Accessible Playground additions this year and potentially in the future. These are eligible for a tax receipt as they will be run through the Chilliwack School District. These donations would be recognized on a plaque and they would also be tracked by the district and the YCS PAC so we can help plan how these funds are spent on our playground. Once we see the response from this, we will decide how to move forward with PAC financial support towards the playground.

Technology - Support technology in the school in a way that is sustainable for the YCS PAC.

We have exceeded our plan for giving in this area and in the last 6 years have given approximately \$50,000. This has been discussed at many PAC meetings and this spending has always been voted on and approved before being given. We conducted a survey to get parent feedback from a larger group of parents and technology was included in it.

In the parent survey sent our February 2024, 14% voted to continue to give more than planned as needed and voted on, 59% voted to give \$2000/year and give \$10000 every 5 years as planned, 21% had no response/needed more information/did not support

either, and the rest asked if there was a middle option. More information was asked for about the costs of Apple (which we are ½ schools that uses it in Chilliwack) vs PC's, what any change over costs would be, and what the district provides. This could be something looked further into in the future through admin and DPAC to find out what practices happen. We are including this information in the strategic plan for future YCS PAC to know.

Given the feedback, we are suggesting to stick to the current plan of putting \$2000 into terms each year and giving \$10,000 every 5 years. If other technology needs arise they can be brought up, discussed, and voted on as needed.

Each year the YCS PAC will consider the strategic plan as they prepare their budget. We have tried to leave it open so there is flexibility in future years about the events and activities that are covered. We have included goals and explanations to pass on information for current and future parents.