

William Cook Parent Advisory Council  
Meeting Held on Tuesday, April 5, 2022  
At 6:30pm, Conducted via Zoom

**MINUTES**

**1. Welcome and Introductions:** Ms. Widdess, Ms. Sood, Laura Margolin, Jody Kovacs

**2. Call to order**

**3. Approval of Agenda**

**4. Approval of the Minutes of the previous meeting. February 8, 2022.**

**5. Executive Positions**

- Chair: Laura Margolin
- Treasurer: Rose Schumacher
- Fruit and Vegetable Coordinator: Jody Kovacs
- Secretary: Jody Kovacs
- Members-at-Large: Erika Thomas, Akiko Kurata

**6. Chair Report – Laura**

- **Spring Mini Photoshoot fundraiser idea**
  - looking for a photographer
  - location – Richmond City Hall
  - add on a PAC fee, \$20 to \$25
- **Cookie kit profits for outdoor equipment**
  - earned \$1664

**7. School Administrator Report**

**1. Thank you:**

- Hot lunches – it's so nice to have lunches back
- We're excited for the Spring cookie kits

**1. On-the-Go:**

- Health & Safety Updates (masks are optional)
  - More events may begin to open up
    - For consideration and further dialogue:
      - Welcome to K, May 25<sup>th</sup>
      - Sports Day, June 10<sup>th</sup>
      - Grade 7 Farewell, June 17<sup>th</sup>
      - Teacher-Parent Appreciation
- Student Learning Surveys for Gr. 4 and 7s (completed by April 29<sup>th</sup>)
- Spring ELL Census underway
- Meetings this month for Learning Supports and Staffing for 2022-2023
- Bringing together a team to help develop Spirit Days
- Admin scanning some of our students on our *Cook Cares* model

#### 1. Upcoming Events:

- April 7 – Pizza Day
- April 15 – Good Friday (NO SCHOOL)
- April 18 – Easter Monday (NO SCHOOL)
- April 19 – MacNeill Secondary Transition meetings
- April 21 – Subway Day
- May 4 – Class Photos
- May 5 – Immunizations for Gr. 1, 6, & 7s
- May 12 – Pizza Day
- May 20 – Pro-d Day
- May 23 – Victoria Day (NO SCHOOL)
- May 24 – PAC AGM
- May 25 – Welcome to Kindergarten (TBD on logistics)
- May 26 – Sushi Day

#### 8. Treasurer Report – Rose

**General Account balance: \$12,362.81**

**Gaming Account balance: \$3203.69**

#### 9. New Business

- Start to find a new PAC chair in September 2022 for the 2023/24 school year
- Cut up watermelon is ok for Sports Day?
  - look into granola bars instead, Costco or Superstore
- Do we still need to wash and bag apples for fruit and vegetable day?
  - yes, wash and bag apples

- What's happening for Grade 7 grad?
  - Grade 7 teachers are planning it
- Next PAC meeting is Tuesday, May 24 AGM

**William Cook Elementary School  
Parent Advisory Council  
Proposed Budget 2021/2022  
GAMING ACCOUNT**

The purpose of the proposed budget is to set guidelines for fundraising and disbursement of funds throughout the fiscal year.

<b>Add :</b>	<b>Income</b>
Gaming Fund Grant this school year 2021	\$9960.00
Carry over of funds from June 2021	\$4,355.89
<b>Total Balance: December 2021</b>	<b>\$3211.49</b>
<b>Less :</b>	<b>Expenses</b>
<b>1) Field Trip Fund (\$15 per student, topped up to \$7600)</b>	<b>\$7600</b> (already paid)
<b>2) Outdoor Education (G.7 Camping)</b>	<b>\$1500</b> (already paid)
<b>3) School Enhancement</b>	<b>\$0</b>
<b>4) Others</b>	<b>\$2552.45</b>
a) MacNeill Scholarship	\$250
b) Library—Reader’s Choice books (2020/21)	<b>\$1927.45</b> (already paid)
c) one school performance	\$0
d) student leadership	\$300
e) BC Confederation of Parent Advisory Councils Membership fee	<b>\$75</b> (already paid)
<b>Expenses total:</b>	<b>\$11,652.45</b>
Total: Surplus / (Deficit)	<b>\$2661.49</b>

Presented by \_\_\_\_\_

Approved by \_\_\_\_\_

**William Cook Elementary School  
Parent Advisory Council  
Proposed Budget 2021/ 2022  
GENERAL ACCOUNT**

The purpose of the proposed budget is to set guidelines for fundraising and disbursement of funds throughout the fiscal year.

**Balance (September 29, 2021) \$10,785.45**

**Income:**

1) Pizza Day	\$3840
2) Sushi/Subway Day	\$1900
3) other fundraising	\$1664

**Total Balance: \$18,189.45**

**Expenses:**

1) Teacher Subsidy (@\$150 x 22 Divisions + @\$150 x 9 ELL + \$150 for library)	<b>\$4800</b>
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2) Events:	<b>\$75</b>
Sports Day Watermelons	\$75
Terry Fox Run	\$0

3) Miscellaneous / Others	<b>\$2100</b>
PAC Gift Fund	\$0
Miscellaneous (stationary, bank charges ...)	\$100
Reader's Choice Books for 2021/22	\$2000

4) School Enhancement (from cookie sales)	<b>\$1664.00</b>
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**Expenses total: (\$8,675)**

**Total : Surplus / (Deficit) this school year end \$9514.14**

Presented by \_\_\_\_\_

Approved by \_\_\_\_\_