

William Cook Parent Advisory Council
Annual General Meeting Held on Tuesday, May 24, 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. April 5, 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 Photo shoot fundraiser
-earned \$300, fully booked in 5 days
- Laura reported that the fundraising photo shoot taking place on June 4th sold out quickly. She is currently looking into a holiday photo shoot for the next school year with the same photographer. The cookie fundraiser also did very well earning \$1664 for outdoor equipment.

7. School Administrator Report

- Ms. Sood reported that the Spirit Days have been great. They are held on Fridays and it's something the students and teachers enjoy and are all able to participate in. This is something new to Cook and a great and fun way to participate, no matter if you're in K, grade 7 or staff.
- Ms. Widdess reported that Cook will have Sports Day on June 10th, 2022. This is very exciting news for Cook, it's the first Sports day we have had in 2 years. If it

rains, Sports Day will be held on June 17th, however pizza day for students who pre-ordered will still be June 10th. Ms. Widdess reminded the PAC that doing granola bars is a good idea, but they need to be nut free.

- Sports Day will look much different this year. There will be groups going out from 9am-10:25am, from 10:45am until noon and the last group from 1pm-2:15pm. An email will be sent out to parents outlining the above information. This is being done so there is more distance between the students, staff and parents who attend.
- June 27 is the grade 7 Farewell and it will be restricted to parents and siblings only. June 30th is Administration Day so the staff at Cook will receive a breakfast sandwich In lieu of the appreciation lunch. The PAC will be providing fruit kebabs to the staff as a token of appreciation.
- The PAC will carry over \$4,355.89 from the current school year into next year from the gaming account, as of December 2021 amount in that account is \$3211.49. Ms. Brown noted that money has been spent to buy equipment that was 'lost' during the school upgrades last year. New items need to be purchased for the meadow for the kindergarten and grade 1 students.
- An email went out to the parents/caregivers asking if any students in their care require additional support. The cut off to reply to this email is May 31st, 2022, however the emails will be looked at in September when placing students. Until the end of September there are a lot of changes that happen within an elementary school. There are changes to students who may be coming or going, teachers, support staff and administrators. We are fortunate to have Ms. Widdess and Ms. Sood returning to Cook in their respective roles and Laura will stay as PAC Chair, Jody as Secretary and Rose as Treasurer.

8. Treasurer Report – Rose

General Account balance: \$19,907.77

Gaming Account balance: \$3,199.79

9. New Business

- PAC to source granola bars for Sports Day
- Sports Day Schedule for granola bar distribution and pizza lunch needed
- Parent-Teacher appreciation, PAC considering fruit kabobs from Safeway

**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.

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

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) Cookie kit fundraising	\$1664
4) Photo shoot fundraising	\$300

Total Balance: \$18,489.45

Expenses:

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

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

4) School Enhancement (from cookie sales)	\$1664.00
School Enhancement from photo fundraiser	\$300

Expenses total: (\$8,975)

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

Presented by _____

Approved by _____