



Henry Anderson Elementary
Parent Advisory Committee (PAC) Meeting Agenda
Wednesday, Nov 29th, 2023
6:45 - 7:45pm
Multipurpose Room

Chairs: Aisha Elgahmodi (Chair), Mary Hsi (Vice-Chair)

Attendees: Sean Harrington (Principal), Colin Chan (Vice-Principal), Vivian Ko (Treasurer), Selina (Co-treasurer), Suellen (Secretary), Erin Sagarbarria (Co-secretary), Fanny Lee, Monica Das (M.A.L. – School Fruit and Vegetable Nutritional Program), Theola Lu, Baren Tsui, Marine Walic, Gail Lam and all parents show up.

Materials: Anderson PAC – October Meeting Minutes
Budget Proposal with some recommendations from budget subcommittee for SY 2023-2024

| Agenda Item | Presenter | Time (minutes) |
|--|-----------------------------|----------------|
| 1. Welcome | Aisha Elgahmodi | 2 |
| 2. Approval of Previous Meeting's Minutes – Oct. 17 th 2023 | All | 5 |
| 3. Principle's Report (School Update) | Sean Harrington, Colin Chan | 15 |
| 4. Subcommittee | Baren Tsui | 5 |
| 5. Treasurer's Report & Budget (vote) | Vivian Ko | 20 |
| 6. Hot Lunch | Fanny Lee | 10 |
| 7. New Business | All | 5 |
| 8. Adjournment | All | |

Henry Anderson Parent Advisory Committee (PAC) - November - Meeting Minutes
Tuesday, November 29, 2023 - 6:45pm-8:30pm



Attendees: Mary H. (Vice Chair); Vivian K. (Treasurer), Suellen Z. (Secretary), Erin S. (Co-Secretary), Selina C (Co-Treasurer), Cecilia (CC) L., Gail L., Theola L., Marine W., Baren T., Adwoa G., Jenny M., Cheyenne S.

Regrets: Aisha E. (Chair), Fanny

Documents posted on Anderson PAC website for discussions:

- 2023 10 17 Anderson PAC - Minutes.pdf
- Roberts Rules of Order - simplified.pdf (attached)
- 2023 Nov DRAFT - HAES PAC Financial Statements.pdf (attached)
- 2024 HAES Budget - draft (option A).pdf (attached)
- 2024 HAES Budget - draft (option B).pdf (attached)
- 2024 HAES Budget - draft (option C).pdf (attached)
- 2023 11 07 Anderson - Budget Meeting - Minutes.pdf

1. Welcome

- Chair, Aisha, unable to attend. Vice-Chair, Mary, to chair meeting and welcomes attendees.
- Will try to adhere to Roberts Rules for this meeting.

2. Approval of Previous Meeting's Minutes - Oct. 17th 2023 with reference to 2023 10 17 Anderson PAC - Minutes.pdf

- Baren recommended to add regrets from Chair in the October minutes.
- Vivian suggested minutes be posted to the PAC website earlier to enable PAC members to review and pass minutes sooner at the next meeting or better prepare for further discussions.
 - Suellen advised there were delays due to a recent reset of posting credentials and Leisa being very busy. However, many documents have been recently uploaded to the website and PAC is working towards posting sooner.
- Baren requests to add a new business item to the agenda: A review of future PAC meeting dates with PAC executives to ensure Chair can be present for them.
- CC requests to add a new business item to the agenda: Fundraising update.

3. Principle's Report (School Update)

- School has taken advantage of programs that school/teacher consultants offer. Teachers have been attending lunch-n-learn sessions.
- Chris Lo is working with AI to take over current portfolio system.
- Discussions were surrounding pillars of literacy (how to read and speak). District staff will be diving deeper into this.
- Volleyball season has wrapped. Thanks to all the coaches and teachers. It's great to see the kids come together and have fun.
- Defy Gravity Dance Program - hip hop dancing
 - English program classes the week of Nov 27th; performance Dec 1st
 - French program classes the week of Dec 4th; performance Dec 8th
 - Invitations for parents/guardians to attend to be sent out the Thurs before the performance. Limit attendance to 1 or 2 people per family due to limited gym space.
 - Thanks to PAC for contributing to the lessons.

- Teachers have been applying for inquiry grants and there have been 2 successful applicants:
 - Mme Walliser: learning environment for ADST
 - Mme Fenn: eco/outdoor program
- FSA for grades 4 and 7 will be going home the week of Dec 4th.
 - Any students that opted out will still receive a copy of the booklet for their reference.
 - The FSA is a snapshot in the child's learning and a chance for students to show parents what they're learning.
 - It is still best to talk to students' teachers to understand how they learn best.
- Buddy Day
 - All classes will have a buddy on Buddy Day and there will be 6 sessions.
 - Nice to see the interactions and build working relationships.
- Drills
 - Fire drills
 - Hold and secure drills (when there's a threat in the neighbourhood); exterior doors are locked.
 - Full lock-down drill in January should there be a threat inside the school. A newsletter will be sent home in preparation, so parents/guardians can speak to their child prior to the drill and lessen any anxiety.
 - Drills are mandated and good practice.
- Homework Club
 - Held the first session on Nov 28th.
 - Intermediate students (grade 6/7) are paired with McNeil Secondary students.
 - To build relationships and community as some Anderson students will be attending McNeil.
 - Club is currently full.
- Richmond School District - School Messenger SMS/Text Messaging
 - Parents/guardians are encouraged to opt-in.
 - Will enable school to better connect with families in a timely manner (e.g. power outages, unexpected closures, snow days, etc.).
- Children of the Streets presentation: Online safety presentation for school-aged kids regarding online connections is paramount.
 - A focus on preventing sexual exploitation and to help children learn to make good decisions.
 - Parents/guardians should be aware of what children are posting online.
 - These conversations about online safety need to be had before children are independent online.
 - Offer assistance at all times if children need help.
 - Rescheduled for January. There will be separate sessions for Grade 4/5's and 6/7's.
 - If there are any issues that come up in school, the principal will still contact families.

4. **Constitution and Robert's Rules of Order** with reference to *Roberts Rules of Order - simplified.pdf*

- Baren was new to PAC 2 years ago. Because she could not attend daytime events, she wanted to contribute where she could, which was attending PAC meetings. She soon found processes and decision-making processes confusing. For example, while she was excited to contribute to the hot lunch vendor discussion at an upcoming PAC meeting, she instead learned that changes/decisions regarding vendors had already been made prior to the PAC meeting.
- Baren suggests returning to constitutional processes and Robert's Rules so everyone can participate. This may help to increase inclusivity.

- Mary advised that hot lunch parents work at night or need to tend to children in the evenings when their partner is working. It's difficult to have both daytime and evening PAC groups meet at the same time, but hopefully the gap can be bridged.
- Mary is familiar with which lunch vendors can accommodate a large school order, have extras, and the types of food available. She highlighted that Baren's input to add cheesy bread as an option was heard and carried out.
- Baren emphasized the importance of subcommittees to bridge the gap between daytime and evening PAC volunteers to ensure everyone's efforts are valued and all information is taken back to the table and logged for transparency along with any decisions.
- Vivian confirmed there is currently no hot lunch committee.
- Baren asked who makes the decisions regarding hot lunch then and Mary advised Fanny does.
- Suellen: With more activity comes more operational issues. Recommendation to have subcommittees for major events such as hot lunch and fundraisers. Will offer an option to vote for all PAC members regardless of their daytime/nighttime availability. November's budget sub-meeting proved effective; subcommittees are worthwhile.
- Mary invoked Robert's Rules to halt the discussion as the topic has exceeded the allotted 5 mins. Mary called for a vote on whether to continue the subcommittee discussion.
 - Baren moved to continue the discussion.
 - Many seconded. Subcommittee discussion continued.
- Baren suggests Fanny should be the hot lunch subcommittee lead and bridge the gap with PAC members who cannot volunteer on hot lunch days, but would like to participate in decision-making.
- CC suggested to generate a list of subcommittees and participant recommendations in December, even if it's to plant the seed for September.
- Gail: Fanny could not make it to the meeting but needed to talk to Mary about a new vendor.
- Selina: Fanny's efforts are appreciated. While it's difficult to assemble a hot lunch subcommittee for the 2023-2024 school year as all vendors and dates have been booked, PAC can move on other subcommittees such as the constitution subcommittee.
- Constitution is not posted on the PAC website anymore. CC will repost.

ACTION:

- Meet on December 19th to decide on major subcommittees for the 2023-2024 and 2024-2025 school years. Decide if the meeting should be in person or chat with Dec 19th being very close to the holidays.

5. Treasurer's Report with reference to *2023 Nov DRAFT - HAES PAC Financial Statements.pdf*

- Gaming questionnaire: New and distributed to all schools.
- Vivian moved to transfer the \$807 in the Fundraising account to the General Account.
 - CC seconded
 - Majority of PAC members voted to approve
 - Motion carried
- Gaming and Special Projects funds remain unchanged for Nov 2023
- \$685 raised from hot lunch, but would need to look at the whole term as some families placed orders for all hot lunches at once.
- Art for Kids raised \$1041 and is a fundraiser that the school approves to be run with funds going to PAC.
- Mary advised that Fusion Feast appears to be doing well. Average is \$1400-\$1600, but PAC has achieved \$1700 this round.

- Budget review for passing – 3 mins for document review.
- Selina: PAC had more funds up until now from Covid. PAC will not be able to complete more Wish List items next year without additional fundraisers.
- October Action Item: With respect to the PAC meeting childminding budget item for approval, Suellen is able to offer adult movie tickets at \$8.50 if PAC wishes to offer them as tokens of appreciation.
 - Vivian: Childminding budget item can be approved at \$140 with the movie ticket option in mind.
- Vivian explained the Welcome Table budget item is a way to showcase PAC and get families plugged in for the new school year.
- Vivian motioned to approved items between Office Supplies to Info Table on the budget
 - Baren seconded
 - Majority voted to approve
 - Motion carried

6. Budget & PAC Wish List with reference to *2024 HAES Budget - draft (option A).pdf; 2024 HAES Budget - draft (option B).pdf; 2024 HAES Budget - draft (option C).pdf; 2023-2024 Anderson - Budget Meeting - Minutes.pdf*

- PAC Wishlist
 - Main driver is the field trip subsidy – PAC to vote on whether gaming grant funds should be all be allocated to field trips or required to fund other items.
 - Item 6 (Replenish outdoor equipment) should be for recess/playtime and not classes in order to qualify for the gaming grant.
 - Gaga ball court
 - There are different sizes.
 - If PAC funds half school would need teachers' approval to use school funds to pay the other half. Otherwise, PAC funds would be carried over and PAC needs to decide whether the fund remains specifically for a future Gaga ball court or allow flexibility in its usage.
 - CC inquired if the playground fund can be used for the Gaga ball court if needed as it may be considered playground equipment. Vivian would need to check if there were any restrictions imposed on the playground fund.
 - Marine asked if Sean was able to poll teacher preference on the field trip subsidy. Sean advised teachers would appreciate anything PAC will provide and field trip funding used to be prioritized higher as there was no ability to cover the cost of children who required financial assistance, but aid is now available.
 - Wishlist voting must be 50% or more. Vote can be carried out Nov 29th and the budget revisited in the spring.
 - Voting:
 - Option A (all to field trips; \$20/child) – 0 votes
 - Option B (decrease to \$15/child) – 6 votes
 - Option C (decrease to \$10/child) – 6 votes
 - Mary as Chair broke tie. Option B passed.
 - With Option B passed, discussion on whether the \$3000 Gaga ball/sound system allocation should be restricted for either. Gaga ball would likely be preferred by teachers as per Sean; sound system off the table for now.

- Decision to approve \$3000 for the Gaga ball court and restrict the funds (not to be used for anything else). If the \$3000 is not spent in the 2023-2024 school year, it will be carried to the 2024-2025 school year and earmarked for the Gaga ball court.
- Budget to be reviewed in Spring 2024 to determine if PAC is still on track to fund the \$3000 Gaga ball court, the portable canopies for \$1200, and additional Wish List items.

ACTION:

- Gaming questionnaire to be filled in between Selina and Vivian

7. Hot Lunch

- TCBY frozen desserts (vendor)
 - Can be stand alone or an addition
 - Requested to add a TCBY Friday of Sean to which he agreed. Preference would be at lunch time when students can sit down to eat.
 - Cost options to PAC: \$2 for 2oz or \$3 for 3oz. Vivian would need to decide on mark up and let Veronica know.
 - Decision is that only the 2oz option should be offered
- Cost increase: Pizza/pasta provider
 - Prices have been frozen the last 3 years with the cost of ingredients rising, an increase of \$0.25 per pizza slice is being imposed
 - Each pizza slice had been \$1.75 and the box \$0.50. Does PAC want to pass on the cost increase to parents or absorb it in the current pricing? Decision required as January orders open after Dec. 6th and the cost increase applies for 2024 orders.
 - Discussion included applying the \$0.25 increase across pizza and pasta orders; increasing only the cost of pasta as they're currently priced low (\$4 for spaghetti and \$4.50 for lasagna) for the portion.
 - Decision to add a pasta day (Sean approved) and change an upcoming pizza/pasta day to only pizza as soon as possible in order to compare revenue and preferences on which to base future decisions regarding pricing and offerings.
 - Marine motioned to apply \$0.25 across pasta and pizza slice orders
 - Selina seconded
 - Majority voted to pass
 - Suellen abstained
 - Motion carried

8. New Business

- PAC 101
 - Rescheduled to 2024
- PAC Communication and Participation
 - Concern was raised regarding PAC meeting times and ensuring all PAC Executive members can attend.

ACTION:

- Concerned PAC executive members will reach out regarding meeting times to ensure all Executive members are able to attend.
- Fundraising Update - CC
 - Book fair: \$8000 raised with \$4000 of the funds going to the library

- Art for Kids: \$1041 raised
- Purdy's: Over \$300 raised

9. Adjournment

Approved

MEETING REFERENCE DOCUMENTS

Approved

Roberts Rules of Order – Simplified

Guiding Principles:

- Everyone has the right to participate in discussion if they wish, before anyone may speak a second time.
- Everyone has the right to know what is going on at all times. Only urgent matters may interrupt a speaker.
- Only one thing (motion) can be discussed at a time.

A **motion** is the topic under discussion (e.g., “I move that we add a coffee break to this meeting”). After being recognized by the president of the board, any member can introduce a motion when no other motion is on the table. A motion requires a second to be considered. If there is no second, the matter is not considered. Each motion must be disposed of (passed, defeated, tabled, referred to committee, or postponed indefinitely).

How to do things:

You want to bring up a new idea before the group.

After recognition by the president of the board, present your motion. A second is required for the motion to go to the floor for discussion, or consideration.

You want to change some of the wording in a motion under discussion.

After recognition by the president of the board, move to amend by

- adding words,
- striking words or
- striking and inserting words.

You like the idea of a motion being discussed, but you need to reword it beyond simple word changes.

Move to substitute your motion for the original motion. If it is seconded, discussion will continue on both motions and eventually the body will vote on which motion they prefer.

You want more study and/or investigation given to the idea being discussed.

Move to refer to a committee. Try to be specific as to the charge to the committee.

You want more time personally to study the proposal being discussed.

Move to postpone to a definite time or date.

You are tired of the current discussion.

Move to limit debate to a set period of time or to a set number of speakers. Requires a 2/3rds vote.

You have heard enough discussion.

Move to close the debate. Also referred to as calling the question. This cuts off discussion and brings the assembly to a vote on the pending question only. Requires a 2/3rds vote.

You want to postpone a motion until some later time.

Move to table the motion. The motion may be taken from the table after 1 item of business has been conducted. If the motion is not taken from the table by the end of the next meeting, it is dead. To kill a motion at the time it is tabled requires a 2/3rds vote. A majority is required to table a motion without killing it.

You believe the discussion has drifted away from the agenda and want to bring it back.
 “Call for orders of the day.”

You want to take a short break.
 Move to recess for a set period of time.

You want to end the meeting.
 Move to adjourn.

You are unsure the president of the board announced the results of a vote correctly.
 Without being recognized, call for a “division of the house.” A roll call vote will then be taken.

You are confused about a procedure being used and want clarification.
 Without recognition, call for "Point of Information" or "Point of Parliamentary Inquiry." The president of the board will ask you to state your question and will attempt to clarify the situation.

You have changed your mind about something that was voted on earlier in the meeting for which you were on the winning side.
 Move to reconsider. If the majority agrees, the motion comes back on the floor as though the vote had not occurred.

You want to change an action voted on at an earlier meeting.
 Move to rescind. If previous written notice is given, a simple majority is required. If no notice is given, a 2/3^{rds} vote is required.

Unanimous Consent:

If a matter is considered relatively minor or opposition is not expected, a call for unanimous consent may be requested. If the request is made by others, the president of the board will repeat the request and then pause for objections. If none are heard, the motion passes.

- **You may INTERRUPT a speaker for these reasons only:**
 - to get information about business – point of information to get information about rules– parliamentary inquiry
 - if you can't hear, safety reasons, comfort, etc. –question of privilege
 - if you see a breach of the rules –point of order
 - if you disagree with the president of the board's ruling –appeal
 - if you disagree with a call for Unanimous Consent –object

| Quick Reference | | | | | |
|--------------------------|------------------|---------------------|----------------|-----------------------------|----------------------------------|
| | Must Be Seconded | Open for Discussion | Can be Amended | Vote Count Required to Pass | May Be Reconsidered or Rescinded |
| Main Motion | √ | √ | √ | Majority | √ |
| Amend Motion | √ | √ | | Majority | √ |
| Kill a Motion | √ | | | Majority | √ |
| Limit Debate | √ | | √ | 2/3 ^{rds} | √ |
| Close Discussion | √ | | | 2/3 ^{rds} | √ |
| Recess | √ | | √ | Majority | |
| Adjourn (End meeting) | √ | | | Majority | |
| Refer to Committee | √ | √ | √ | Majority | √ |
| Postpone to a later time | √ | √ | √ | Majority | √ |
| Table | √ | | | Majority | |
| Postpone Indefinitely | √ | √ | √ | Majority | √ |

HENRY ANDERSON ELEMENTARY SCHOOL
PARENT ASSOCIATION COUNCIL
Statement of Financial Position
For the 5 Months Ended November 30, 2023

| <u>ASSETS</u> | | | Notes |
|--|--------------------------------------|-------------------------------|--|
| 1001 | PAC Vancity General Account | 20,312.60 | |
| 1002 | PAC Vancity Special Projects Account | 25,961.81 | |
| 1003 | PAC Vancity Fundraising Account | 806.60 | mask fundraiser in 2021. To transfer bal to gen. |
| 1011 | PAC Vancity Gaming Account | 13,912.02 | \$12,160 rec'd for 2024SY |
| 1015 | PAC Vancity Shares | 5.93 | |
| 1200 | Receivables | 0.00 | |
| 1250 | PAC Funds Held by School | 0.00 | Donations rec'd through School Board |
| 1300 | Prepaid Expenses | 0.00 | |
| 1400 | GST Receivable | 0.00 | |
| TOTAL ASSETS | | <u>\$60,998.96</u> | |
| | | | |
| <u>LIABILITIES AND NET ASSETS</u> | | | |
| 2000 | Accounts Payable | 0.00 | |
| 2100 | Other Liabilities | 0.00 | |
| TOTAL LIABILITIES | | <u>\$0.00</u> | |
| 3000 | Retained Earnings | 43,124.74 | |
| 3999 | Current Year Surplus (Deficit) | 17,874.22 | |
| TOTAL NET ASSETS | | <u>\$60,998.96</u> | |
| <u>TOTAL LIABILITIES AND NET ASSETS</u> | | <u>\$60,998.96</u> | |

0.00 Check

**HENRY ANDERSON ELEMENTARY SCHOOL
PARENT ASSOCIATION COUNCIL
Statement of Operations
For the 5 Months Ended November 30, 2023**

| | 31-Jul-23 | 31-Aug-23 | 30-Sep-23 | 31-Oct-23 | 30-Nov-23 | 31-Dec-23 | 31-Jan-24 | 29-Feb-24 | 31-Mar-24 | 30-Apr-24 | 31-May-24 | 30-Jun-24 | YTD Actual | YTD Budget | Variance | Comments |
|---|-----------|-----------|-----------|-----------|------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|---------------|---------------|-------------|-------------------------------------|
| REVENUES: | | | | | | | | | | | | | | | | |
| 4000 Gaming Grant | 0.00 | 0.00 | 0.00 | 12,160.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,160.00 | 12,160.00 | 0.00 | |
| 4100 Hot Lunch Sales | 0.00 | 0.00 | 8,555.32 | 5,428.65 | 684.49 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 14,668.46 | 36,400.65 | (21,732.19) | |
| 4200 Allocation from Gaming Account | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 4201 Allocation from General Account | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 4300 Fundraising Revenue | 0.00 | 0.00 | 645.00 | 125.00 | 1,040.70 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,810.70 | 2,300.00 | (489.30) | \$1,040.70 from Art Created by Kids |
| 4500 Other Revenues | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Total Revenue | 0.00 | 0.00 | 9,200.32 | 17,713.65 | 1,725.19 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 28,639.16 | 50,860.65 | (22,221.49) | |
| EXPENSES: | | | | | | | | | | | | | | | | |
| 5000 Gaming Grant Expenses | 0.00 | 0.00 | 0.00 | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 | 0.00 | (1,500.00) | |
| 5001 Gaming - Field Trip Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 5002 Gaming - Leisure / Library Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 5003 Gaming - TBD | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 5100 Classroom Supplies - Divisions | 0.00 | 0.00 | 0.00 | 123.67 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 123.67 | 0.00 | (123.67) | |
| 5101 Classroom Supplies - Resource Teachers | 0.00 | 0.00 | 0.00 | 0.00 | 129.57 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 129.57 | 0.00 | (129.57) | |
| 5200 Hot Lunch Expense | 336.00 | 0.00 | 1,453.50 | 3,257.05 | 3,965.15 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 9,011.70 | 0.00 | (9,011.70) | |
| 5300 General Fund Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 5400 Bank Charges | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 5500 Miscellaneous Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Total Expenses | 336.00 | 0.00 | 1,453.50 | 4,880.72 | 4,094.72 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10,764.94 | 0.00 | (10,764.94) | |
| Surplus/(Deficit) | (336.00) | 0.00 | 7,746.82 | 12,832.93 | (2,369.53) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 17,874.22 | 50,860.65 | (11,456.55) | |

HENRY ANDERSON ELEMENTARY SCHOOL

DRAFT BUDGET

For the SY 2023-2024

OPTION B

| | Operating | Gaming | Special Funds | Comments / Assumptions | PY Actual |
|--|---------------------|---------------------|--------------------|---|---------------------|
| Budgeted Revenues | | | | | |
| Gaming Grant | | 12,160.00 | | | 12,000.00 |
| Estimated Hot Lunch Revenue | 36,400.65 | | | Based on PY actual and assumption of vendors | 41,778.75 |
| Fundraising - Arts Created by Kids | 2,000.00 | | | Art Created by Kids (annual) | 2,092.79 |
| Fundraising - Purdy's | 300.00 | | | | |
| Fundraising - other? | | | | | |
| Playground Fundraiser | | | | | |
| Interest Income | | | | | |
| Total Budgeted Revenues | 38,700.65 | 12,160.00 | - | | 55,871.54 |
| Budgeted Expenses | | | | | |
| Estimated Hot Lunch Costs | 24,702.65 | | | | 30,023.84 |
| Halloween - pumpkins | | 1,500.00 | | \$2.50 / pumpkin x 600 | 1,300.00 |
| PAC Office Supplies | 200.00 | | | Annual. Same as prior years | 47.27 |
| Grade 7 Luncheon | | 990.00 | | Annual commitment. Same as prior years. \$15/ student - 66 students this year. | 855.00 |
| Volunteer Appreciation | 500.00 | | | Annual commitment. Same as prior year. | 256.16 |
| Admin Appreciation | 150.00 | | | Annual commitment. Same as prior year. Lunch for 5 ppl, flowers for 3 office staff. | 150.00 |
| Staff Appreciation | 500.00 | | | Annual commitment. Same as prior year. | 500.00 |
| Child Minders for PAC meetings | 140.00 | | | Annual commitment. Same as prior year. Movie tickets? | |
| Food Safety Course | 100.00 | | | | 93.44 |
| Scholarships - MacNeil & McRoberts (2 x \$250) | 500.00 | | | Annual commitment. Not permitted from gaming going forward | 250.00 |
| PAC meeting snacks | 120.00 | | | \$20 per meeting (6 remaining Nov-June) | |
| PAC welcome/info table 2024 | 100.00 | | | | |
| <u>TEACHER WISHLIST ITEMS (in priority order)</u> | | | | | |
| Classroom supplies for Divisions (science, art, seeds) | 6,500.00 | | | Total of 26 divisions. \$250 allocation for each division. (same in PY) | 5,673.94 |
| Field Trip subsidy | | 9,118.30 | | Total of 611 students @ \$20/student. (PY \$20/student) | 10,918.30 |
| School Supplies for Resource Staff | 1,000.00 | | | \$200 for each resource staff. (11 in PY, 10 in CY) | 1,601.60 |
| Arts Programming - Hip Hop Dance | | 3,750.00 | | Funding 1/2, same in PY Bollywood. Consider PAC Cover \$x/student in | 3,810.00 |
| Additional Sand Play Areas - K zone (log and rock border) & Additional near current playground | 4,000.00 | | | | |
| Replenish Outdoor Equipment | 1,500.00 | | | | 346.61 |
| 4 good quality portable canopies (rain/sun shelters) | 1,200.00 | | | | |
| Portable sound system | 3,000.00 | | | \$5000 in PY allocated to ipads | 5,000.00 |
| Gaga ball court | 0.00 | | | | |
| <u>Funded in prior year, not requested/included in current year (included for reference to PY)</u> | | | | | |
| Classroom Library Funds | | | | Total 26 divisions. \$200 allocation for each division in PY. \$250 | \$4,266.32 |
| Music equipment (ukeleles) | | | | | 1,433.32 |
| Small deep freezer for first aid room | | | | | 476.22 |
| ADST (fabrics, felt, cutting mats, vinyl, etc. | | | | \$2,000 budgeted in PY | 727.09 |
| Total Budgeted Expenses | \$ 45,212.65 | \$ 15,405.00 | \$ - | | \$ 67,729.11 |
| Budgeted Operating Results | (\$6,512.00) | (\$3,245.00) | - | | (11,857.57) |
| Total Cash Balance as of June 30, 2023 (book) | \$11,344.92 | \$3,252.02 | \$25,961.81 | | \$52,471.60 |
| Budgeted Cash Balance at June 30, 2024 | \$4,832.92 | \$7.02 | \$25,961.81 | | 40,614.03 |
| | To be determined | | | | |
| | Completed | | | | |

| HENRY ANDERSON ELEMENTARY SCHOOL | | | | OPTION A | |
|--|------------------|--------------|---------------|--|--------------|
| DRAFT BUDGET | | | | | |
| For the SY 2023-2024 | | | | | |
| | Operating | Gaming | Special Funds | Comments / Assumptions | PY Actual |
| Budgeted Revenues | | | | | |
| Gaming Grant | | 12,160.00 | | | 12,000.00 |
| Estimated Hot Lunch Revenue | 36,400.65 | | | Based on PY actual and assumption of vendors | 41,778.75 |
| Fundraising - Arts Created by Kids | 2,000.00 | | | Art Created by Kids (annual) | 2,092.79 |
| Fundraising - Purdy's | 300.00 | | | | |
| Fundraising - other? | | | | | |
| Playground Fundraiser | | | | | |
| Interest Income | | | | | |
| Total Budgeted Revenues | 38,700.65 | 12,160.00 | - | | 55,871.54 |
| Budgeted Expenses | | | | | |
| Estimated Hot Lunch Costs | 24,702.65 | | | | 30,023.84 |
| Halloween - pumpkins | | 1,500.00 | | \$2.50 / pumpkin x 600 | 1,300.00 |
| PAC Office Supplies | 200.00 | | | Annual. Same as prior years | 47.27 |
| Grade 7 Luncheon | | 990.00 | | Annual commitment. Same as prior years. \$15/ student - 66 students this year. | 855.00 |
| Volunteer Appreciation | 500.00 | | | Annual commitment. Same as prior year. | 256.16 |
| Admin Appreciation | 150.00 | | | Annual commitment. Same as prior year. Lunch for 5ppl, flowers for 3 office staff. | 150.00 |
| Staff Appreciation | 500.00 | | | Annual commitment. Same as prior year. | 500.00 |
| Child Minders for PAC meetings | 140.00 | | | Annual commitment. Same as prior year. - movie tickets? | |
| Food Safety Course | 100.00 | | | | 93.44 |
| Scholarships - MacNeil & McRoberts (2 x \$250) | 500.00 | | | Annual commitment. Not permitted from gaming going forward | 250.00 |
| PAC meeting snacks | 120.00 | | | \$20 per meeting (6 remaining Nov-June) | |
| PAC welcome/info table 2024 | 100.00 | | | | |
| TEACHER WISHLIST ITEMS (in priority order) | | | | | |
| Classroom supplies for Divisions (science, art, seeds) | 6,500.00 | | | Total of 26 divisions. \$250 allocation for each division. (same in PY) | 5,673.94 |
| Field Trip subsidy | | 12,220.00 | | Total of 611 students @ \$20/student. (PY \$20/student) | 10,918.30 |
| School Supplies for Resource Staff | 2,000.00 | | | \$200 for each resource staff. (11 in PY, 10 in CY) | 1,601.60 |
| Arts Programming - Hip Hop Dance | 3,750.00 | | | Funding 1/2, same in PY Bollywood. Consider PAC Cover \$x/student in | 3,810.00 |
| Additional Sand Play Areas - K zone (log and rock border) & Additional near current pit | 4,000.00 | | | | |
| Replenish Outdoor Equipment | 1,500.00 | | | | 346.61 |
| 4 good quality portable canopies (rain/sun shelters) | 600.00 | | | | |
| Portable sound system | | | | \$5000 in PY allocated to ipads | 5,000.00 |
| Gaga ball court | 0.00 | | | | |
| Funded in prior year, not requested/included in current year (included for reference to PY | | | | | |
| Classroom Library Funds | | | | Total 26 divisions. \$200 allocation for each division in PY. \$250 | \$4,266.32 |
| Music equipment (ukeleles) | | | | | 1,433.32 |
| Small deep freezer for first aid room | | | | | 476.22 |
| ADST (fabrics, felt, cutting mats, vinyl, etc. | | | | \$2,000 budgeted in PY | 727.09 |
| Total Budgeted Expenses | \$ 45,362.65 | \$ 14,710.00 | \$ - | | \$ 67,729.11 |
| Budgeted Operating Results | (\$6,662.00) | (\$2,550.00) | - | | (11,857.57) |
| Total Cash Balance as of June 30, 2023 (book | \$11,344.92 | \$3,252.02 | \$25,961.81 | | \$52,471.60 |
| Budgeted Cash Balance at June 30, 2024 | \$4,682.92 | \$702.02 | \$25,961.81 | | 40,614.03 |
| | To be determined | | | | |
| | Completed | | | | |

| HENRY ANDERSON ELEMENTARY SCHOOL | | | | OPTION C | |
|--|---------------------|---------------------|--------------------|---|---------------------|
| DRAFT BUDGET | | | | | |
| For the SY 2023-2024 | | | | | |
| | Operating | Gaming | Special Funds | Comments / Assumptions | PY Actual |
| Budgeted Revenues | | | | | |
| Gaming Grant | | 12,160.00 | | | 12,000.00 |
| Estimated Hot Lunch Revenue | 36,400.65 | | | Based on PY actual and assumption of vendors | 41,778.75 |
| Fundraising - Arts Created by Kids | 2,000.00 | | | Art Created by Kids (annual) | 2,092.79 |
| Fundraising - Purdy's | 300.00 | | | | |
| Fundraising - other? | | | | | |
| Playground Fundraiser | | | | | |
| Interest Income | | | | | |
| Total Budgeted Revenues | 38,700.65 | 12,160.00 | - | | 55,871.54 |
| Budgeted Expenses | | | | | |
| Estimated Hot Lunch Costs | 24,702.65 | | | | 30,023.84 |
| Halloween - pumpkins | | 1,500.00 | | \$2.50 / pumpkin x 600 | 1,300.00 |
| PAC Office Supplies | 200.00 | | | Annual. Same as prior years | 47.27 |
| Grade 7 Luncheon | | 990.00 | | Annual commitment. Same as prior years. \$15/ student - 66 students this year. | 855.00 |
| Volunteer Appreciation | 500.00 | | | Annual commitment. Same as prior year. | 256.16 |
| Admin Appreciation | 150.00 | | | Annual commitment. Same as prior year. Lunch for 5 ppl, flowers for 3 office staff. | 150.00 |
| Staff Appreciation | 500.00 | | | Annual commitment. Same as prior year. | 500.00 |
| Child Minders for PAC meetings | 140.00 | | | Annual commitment. Same as prior year. Movie tickets? | |
| Food Safety Course | 100.00 | | | | 93.44 |
| Scholarships - MacNeil & McRoberts (2 x \$250) | 500.00 | | | Annual commitment. Not permitted from gaming going forward | 250.00 |
| PAC meeting snacks | 120.00 | | | \$20 per meeting (6 remaining Nov-June) | |
| PAC welcome/info table 2024 | 100.00 | | | | |
| TEACHER WISHLIST ITEMS (in priority order) | | | | | |
| Classroom supplies for Divisions (science, art, seeds) | 6,500.00 | | | Total of 26 divisions. \$250 allocation for each division. (same in PY) | 5,673.94 |
| Field Trip subsidy | | 6,100.00 | | Total of 611 students @ \$20/student. (PY \$20/student) | 10,918.30 |
| School Supplies for Resource Staff | 1,000.00 | | | \$200 for each resource staff. (11 in PY, 10 in CY) | 1,601.60 |
| Arts Programming - Hip Hop Dance | | 3,750.00 | | Funding 1/2, same in PY Bollywood. Consider PAC Cover \$x/student in | 3,810.00 |
| Additional Sand Play Areas - K zone (log and rock border) & Additional near current playground | 4,000.00 | | | | |
| Replenish Outdoor Equipment | | 1,500.00 | | | 346.61 |
| 4 good quality portable canopies (rain/sun shelters) | | 1,200.00 | | | |
| Portable sound system | 6,000.00 | | | \$5000 in PY allocated to ipads | 5,000.00 |
| Gaga ball court | 0.00 | | | | |
| Funded in prior year, not requested/included in current year (included for reference to PY) | | | | | |
| Classroom Library Funds | | | | Total 26 divisions. \$200 allocation for each division in PY. \$250 | \$4,266.32 |
| Music equipment (ukeleles) | | | | | 1,433.32 |
| Small deep freezer for first aid room | | | | | 476.22 |
| ADST (fabrics, felt, cutting mats, vinyl, etc. | | | | \$2,000 budgeted in PY | 727.09 |
| Total Budgeted Expenses | \$ 45,512.65 | \$ 15,050.00 | \$ - | | \$ 67,729.11 |
| Budgeted Operating Results | (\$6,812.00) | (\$2,890.00) | - | | (11,857.57) |
| Total Cash Balance as of June 30, 2023 (book) | \$11,344.92 | \$3,252.02 | \$25,961.81 | | \$52,471.60 |
| Budgeted Cash Balance at June 30, 2024 | \$4,532.92 | \$362.02 | \$25,961.81 | | 40,614.03 |
| | To be determined | | | | |
| | Completed | | | | |