**DANIEL WOOWARD ELEMENTARY**

**PARENT ADVISORY COUNCIL AGM**

Date: Monday May 29, 2023

Time: 6:30pm

Location: Zoom Videoconference Call  
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**ATTENDEES:** Mr. Zarchikoff (Principal), Gina M (Co-chair) , Lori T (Treasurer), Rav R. (Secretary), Cindy, Chris

**REGRETS :** Pooja K (Co-chair)

**AGENDA ITEMS**

1. **Call meeting to order**

* 6:32pm

1. **Principal’s Report**

* Spring Fair was an enormous success!
* UBC Teacher Candidates finish this week.
* HVAC renovations continue – finished soon – air filtration heating for each room.
* Many fieldtrips happening – check school calendar on website
* Track and field went very well.
* Outdoor Ed experience for Div 1 & 2 very enjoyable and well organized – do again
* May 9th Band concert at Gateway Theatre –Great performance!
* Upcoming in-school concerts June 5th at 11:00 & 6:30.
* Circus Day at Woodward very enjoyable
* Elevate Frisbee workshops for the classes good experience.Family Teams Friendship Rock activity display rocks on the grounds and Shell Rd trial
* Sports Day, Friday, June 16th  - follow up on quantity of ribbons for Sports Day
* Theme to be decided this week by grade 7’s
* Grade 7 Farewell Assembly, Wednesday, June 27th Lori organizing a parent help committee – budget for the events? Luncheon
* Final School Farewell Assembly, Thursday, June 29th – last day of the school year.
* Staff Departures at the time: Mr. Nakashima
* Next year’s organization: 6 Divisions. At this time only room for 3 more students in our numbers – wait list of students now being created.

1. **Treasurer’s Report**

* Review of Spring Fair financials
* Division receipts for fieldtrips must all be received ASAP in order to reconcile within school year
* General and Gaming Account financials as per below

**General Account   
Cash Balance Forward May 1, 2023**  $16,401.83

**Cash In**  
May 19 Sports Day Hot Lunch preorders (Jun 16) $648.65  
May 24 Sports Day Hot Lunch -late preorders (Jun 16) $16.00  
May 27 Cash float for Spring Fair (May 28) $700.00  
May 27 Spring Fair Concession Sales (May 26) $750.00   
May 27 Spring Fair Game Card Sales (May 26) $1,070.00   
May 27 Spring Fair Game Rentals $150.00  
 to Mountain View Montessori School   
May 29 Sports Day Hut Hot Lunch - Late pre-order (June 16) $4.00  
May 31 Interest $0.00

**Total Cash In** $3,338.65

**Cash Out**

May 12 1418 Outdoor Ed Bus Costs (Woodward) $750.00

May 26 Cash float for Spring Fair (May 26) $700.00

May 26 1419 Pizza - Spring Fair May 26 (Pooja Kalsi) $376.25

May 27 1420 Concession - Spring Fair May 26 (Rav Reel) $135.41

May 28 1421 Printing, Incentive Prizes, Game Prizes $1,691.86  
Candies, Freezies (Gina Mahil)

**Total Cash Out** $3,653.52

**Balance as of May 31, 2023 $16,086.96**

**Gaming Account**   
**Cash Balance Forward May 1, 2023** $3,634.00   
  
**Cash In**   
May 7 Spring Fair Raffle Ticket Sales (Re: May 26) $3,858.20   
May 19 Spring Fair Raffle Ticket Sales (Re: May 26) $3,380.00   
May 24 Spring Fair Raffle Ticket Sales (Re: May 26) $1,742.00   
May 27 Spring Fair Raffle Ticket Sales (Re: May 26) $212.00   
May 29 Spring Fair Raffle Ticket Sales (Re: May 26) $221.00   
May 31 Interest $0.00

**Total Cash In** $9,413.20

**Cash Out**

May 29 393 Div 3 Richmond Art Gallery (May 29) $115.00

May 29 394 Div 5 Science World Admission (May 29) $242.55

**Total Cash Out** $357.55

**Balance as of May 31, 2023 $12,689.65**

1. **Old Business**

* **Spring Fair Recap** – what is left in terms of food and beverages?   
  Rav to follow up by Sports Day
* Inside/outside component for future years?
* Do the games need a refresh or possibility of new games?
* **Grad Funding**: motion to increase funds from 16 students to 19 students;   
  Moved: Lori, Second: Gina; vote carried
* **Sports Day** – hot lunch, sold out of freezies at Spring Fair so need to replenish PAC to check at COSTCO, Save-On etc.
* Sell chips, water, juice and Bubly at Sports Day to deplete as much of the supply as possible

1. **Voting of New Executives for 2023/2024** confirmed as below:

* Chair: Gina Mahal
* Treasurer: Lori Takenaka
* Secretary: Rav Reel

Meeting Adjourned – 7:25pm