



2021-2022 School Year

**Minutes of the Walton Elementary Parent Advisory Council
ANNUAL GENERAL MEETING
for June 7, 2022**

Date: **June 7, 2022**

Time: **7:00 pm – 8:52 pm**

Venue: **Walton Elementary School - Library**

Chair of Meeting: **Michael Fox**

PAC Executive for 2021-2022 **A=Attended R=Regrets**

A	Michael Fox	President & Chair	A	Natalia Kurembina	Fundraising Coordinator
A	Firmin Hung	Secretary	A	Ernest Wu	DPAC Co-Representative
A	Linus Luo	Co-Treasurer	A	Tiffany Duff	DPAC Co-Representative
A	Janet Mou Pataky	Co-Treasurer			

PAC Officers for 2021-2022 **A=Attended R=Regrets**

R	Lynn Truong	After School Program Coordinator
	TBD	Parent Education Coordinator
R	Julie Sanchez	Classroom Liaison Coordinator
	TBD	Communications Coordinator
R	Alex Tung	Garden Program Coordinator
R	Irena Nikonov	Health & Safety Co-Coordinator
A	Marianne Pauluzzi	Health & Safety Co-Coordinator / Social Coordinator
R	Carrie Tang	Hot Lunch Coordinator (co-chair)
A	Annie Lam	Hot Lunch Coordinator (co-chair) / Sunshine Coordinator
	TBD	Large Event Coordinator
	TBD	Multicultural Liaison
	TBD	Movie Night Coordinator
	TBD	Newsletter Editor
	TBD	Traffic Coordinator – General
	TBD	Traffic Coordinator – Grade 5 Program
R	Karen Xiong	Translator
R	Steven Dare	Website Manager / Social Media Manager

PAC Members in Attendance

Aviad Itckovitch	Arturo Enriquez	Slavik Lvovsky
Jennifer Lee	Winnie Ying Deng	Elena Lvovsky
Lily Zhang	Christina Fasciglione	Kiran Tiwana
Yao Zhang	Chrystal Hoi	Lisa Moody
Maria Enriquez	Itzel Benitez	
Ana Wypen	Bess Wang	

Walton Staff and Guests

Marco Jankowiak	(Principal)	Paul Zhao	(TEACHER)
Leanne Kemp	(Vice-Principal)		

Agenda Item Discussion & Action Taken

1. Welcome and Introductions	Meeting called to order at 7:00 p.m. by President & Chair Michael Fox. Michael welcomed those in attendance. Brief introductions were made around the room. It was further confirmed that there was quorum.
2. Acceptance of the Agenda & Housekeeping review	The Agenda and meeting materials for the June 7, 2022 PAC AGM meeting were distributed via email from Mr. Jankowiak in the Friday Frenzy, prior to the meeting. A motion was made to accept the Agenda as presented. Seconded. Unanimously carried.
3. Acceptance of Minutes of the Previous Meeting and AGM	Minutes from the previous AGM meeting held on June 15, 2021 were distributed via email from Mr. Jankowiak in the Friday Frenzy, prior to the meeting. Minutes from the previous PAC meeting held on May 2, 2022 were distributed via email from Mr. Jankowiak in the Friday Frenzy, prior to the meeting. Motion to accept the AGM Minutes from June 15, 2021 as presented. Seconded. Carried. Motion to accept the PAC Meeting Minutes from May 2, 2022 as presented. Seconded. Carried.
4. Election of 2022-2023 executive and office holders.	Michael Fox was nominated as the Election Chairperson. Michael accepted the nomination. Motion to elect Michael as Election Chairperson for the 2022 Annual General Meeting. Seconded. Carried.

Executive Positions	Nominees <i>(incumbent in italics)</i>	Nominees (co-chair)	Nomination(s) Accepted	Elected
President	Tiffany Duff	Crystal Hoi	Yes	Yes
Secretary	<i>Firmin Hung</i>		Yes	Yes

Agenda Item Discussion & Action Taken

Treasurer	<i>Janet Mou Pataky</i>	<i>Linus Luo</i>	Yes	Yes
DPAC Representative	Kiran Tiwana	Itzel Benitez	Yes	Yes
Fundraising Coordinator	<i>Natalia Kurembina</i>	Lisa Moody	Yes	Yes

Coordinator Positions	Nominees (incumbent in italics)	Nominees (co-chair)	Nomination(s) Accepted	Elected
Health & Safety Coordinator	<i>Irena Nikonov</i>	Elena Lvovsky	Yes	Yes
Hot Lunch Coordinator				
Classroom Liaison Coordinator	Vincci Wong		Yes	Yes
Social Coordinator				
Communication Coordinator				
Website Manager	<i>Steven Dare</i>		Yes	Yes
General Traffic Coordinator				
Grade 5 Program Traffic Coordinator				
After School Programs Coordinators	Christina Fasciglione	Lily Zhang	Yes	Yes
Sunshine Committee	<i>Annie Lam</i>		Yes	Yes
Parent Education	Yao Zhang		Yes	Yes
Multicultural Liaison	Winnie Ying Deng		Yes	Yes

The following coordinators are appointments and report to the Fundraising Coordinator:

Large Event Coordinator				
Movie Night Coordinator	Aviad Itckovitc		Yes	Yes

The following coordinators are appointments and report to the Communication Coordinator:

Newsletter Coordinator				
Monday Mouthful Coordinator				
Social Media Coordinator	<i>Steven Dare</i>		Yes	Yes
Translator	Bess Wang		Yes	Yes

The following coordinators are appointments and report to the After School Programs Coordinator:

Garden Program Coordinator				
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Agenda Item	Discussion & Action Taken
5. Principal's Report	<p><i>Principal Jankowiak addressed the PAC:</i></p> <p>Tomorrow (June 8), the kindergarten teachers will be doing the "Welcome to Kindergarten" meetings. The Mandarin meetings will be at 1pm and the neighbourhood meetings will be at 2pm. This means that there will be an early dismissal for current kindergarten students.</p> <p>Mr. Jankowiak will be going on a bereavement leave for his mother's funeral. He will back on June 19th.</p> <p>Indigenous Day Meeting will be on June 21st. The Kwikwetlem First Nation will have their flag raised at the school and there will be a presentation of drums. The drums were made by the Grade 5 students and Mr. Dyer-Dietz, under the guidance from district Indigenous teachers.</p> <p>The School Leaving ceremony will be on June 24th. This event is open to Grade 4 and 5 students and will be live and in person, not streamed. Parents are invited to attend. The Grade 5's will have processional throughout the school so that they can visit all their former teachers and classrooms.</p> <p>Regarding parking, there is no more staggered start times between neighbourhood and mandarin students next school year. As a result, drop off in the morning will be even more chaotic than the current situation. So for next year, the staff parking lot require a permit and gates will be closed until 3 pm. The drop off zone must continually flow, so a reminder to families to keep moving through once the student is out of the vehicle. Bylaw enforcement officers will be monitoring the situation more frequently and will be handing out tickets accordingly.</p> <p><i>Vice-Principal Kemp addressed the PAC:</i></p> <p>On June 17th, Walton will be hosting an Activity day. The hope that the weather cooperates, and it's done outside. Students will rotate through several stations based on classroom groups (students are divided into a colour group within class). The theme of the day is "Under the Sea". Ms. Kemp hopes that the PAC will sponsor a recess snack for the students. The plan is that this will be an all day event. Several Scott Creek Middle students (Walton Alumni) will be here to help run stations. There will a lunch break from 11:55 – 12:45. Parents are invited to come have lunch with their children. They can bring blanket and have a picnic in the field. Hopefully families can also invite classmates, who's parents aren't available for lunch, to join them as well.</p>
6. Teachers' Report	<p><i>Mr. Zhao addressed the PAC:</i></p> <p>Mr. Zhao said that students are all ready for summer and they are getting ready for the end of the school year. All classes are following the curriculum, and everything is on schedule to be completed.</p> <p>Grade 4 and 5 students are currently learning how to make PowerPoint presentations on their interests. We're getting them ready on the usage of technology.</p>

Agenda Item	Discussion & Action Taken
7. Treasurer's Report	<p><i>Janet and Linus addressed the PAC:</i></p> <p>The Treasurer's Report for the period ending May 31, 2022, was briefly reviewed.</p> <p>Motion to accept the Treasurer's Report for the period ended May 31, 2022. Seconded. Carried.</p> <p>Motion to increase the annual budget for the Garden Project from \$3000.00 to \$3200.00 CDN. Seconded. Carried.</p> <p>Motion to spend up to \$300 for the Activity Day Snack. Seconded. Carried.</p>
8. Office Holder and Committee Reports	
9. New Business	<p><i>Michael addressed the PAC:</i></p> <p><u><i>Thanks and farewells to departing PAC members</i></u></p> <p>Michael wants to thank to all office holders (former and incoming), for the commitment shown to the school and students. He appreciates all that was done in the past few years and is glad for all the new parents that showed up tonight and those who are stepping into a PAC positions</p> <p><u><i>Summer Executive Meeting</i></u></p> <p>Just need to remind the PAC Executive that they will need to meet sometime in the summer to discuss a budget for the 2022-20223 year.</p>
10. Adjournment	<p>There being no further business a motion was made to conclude the meeting at 8:52 pm. Motion passed.</p>

Minutes submitted by [Firmin Hung](#), Walton PAC Secretary on June 7, 2021

Attachments to the Minutes of June 7, 2022

EXECUTIVE : COMMITTEE :	TREASURER	SUBMITTED BY:	Linus LUO Janet MOU PATAKY
MEETING DATE:	June 7, 2022, 7pm		
REPORT DETAILS:	<p>The last report was presented for the period ending Mar 31 2022. A summary of the major activities between April 1 2022 and May 31 2022 is presented below, along with an update and motion regarding the Garden Project.</p> <p>Section 1: SUMMARY OF GENERAL AND GAMING ACCOUNTS:</p> <p>Major activities are summarized below.</p> <p>GENERAL ACCOUNT:</p> <p>Opening balance as of Apr 1, 2022: \$31,486.69</p> <p>Deposits:</p> <p style="padding-left: 40px;">Apr 2022 – May 2022: \$7.62 (Interest)</p> <p>Withdraw:</p> <p style="padding-left: 40px;">May 2022: 3 cheques totalling \$243.46 (Chqs #67, 69, 70 - Sunshine fund)</p> <p>Combined closing balance as of May 31, 2022: \$31,250.85</p> <p>GAMING ACCOUNT: NO ACTIVITY</p> <p style="padding-left: 40px;">Opening balance as of Apr 1 2022: \$16,688.06</p> <p style="padding-left: 40px;">Closing balance as of May 31, 2022: \$16,688.06</p> <p>COMBINED AVAILABLE BALANCE as of May 31, 2022: \$47,938.91</p> <p>Section 2: GARDEN PROJECT</p> <p>Budgeted \$3,000. The total cost for this year is expected to be over budget by ~\$200.00 due to . Request a motion to increase the budget accordingly.</p>		
MOTIONS REQUIRED:	<p>MOTION #1: TO ACCEPT TREASURERS' REPORT FOR THE PERIOD ENDING May 31 2022.</p> <p>MOTION #2: TO INCREASE THE ANNUAL BUDGET FOR THE GARDEN PROJECT FROM \$3000.00 TO \$3200.00 CDN.</p>		

Financial Statements as of May 31, 2022

	<u>Budget</u>	<u>YTD</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>
FUNDRAISING & OTHER INCOME:														
Gaming Grant	10,500	10,280	-	10,280	-	-	-	-	-	-	-	-	-	-
Hot Lunch	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Entertainment Books	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Holiday Bake Sale & Raffle	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Movie Night	-	-	-	-	-	-	-	-	-	-	-	-	-	-
After School Programs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Emergency Fund	800	-	-	-	-	-	-	-	-	-	-	-	-	-
Sports Day	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Family Photos	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lunch Lady Fundraising	200	-	-	-	-	-	-	-	-	-	-	-	-	-
Cobb's Bread Fundraising	200	-	-	-	-	-	-	-	-	-	-	-	-	-
Popcorn/freezies Sales	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Meridian Meats Fundraiser	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Fundraising (Mabel's Labels, Mer	100	3,361	-	-	-	371	2,427	(2,498)	3,061	-	-	-	-	-
Interest	20	15	2	1	1	1	1	1	1	1	7	-	-	-
TOTAL FUNDRAISING & OTHER INC	11,820	13,656	2	10,281	1	372	2,428	(2,497)	3,062	1	7	-	-	-
DISBURSEMENTS & EXPENSES:														
Education Enrichment	(7,106)	(7,106)	-	-	-	-	-	(7,106)	-	-	-	-	-	-
COVID Support	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rental of A/V Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Air Conditioners for Portable Classrooms	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Garden Project - Maintenance/Refurbishment	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Garden Project-Garden Club	(3,000)	-	-	-	-	-	-	-	-	-	-	-	-	-
Emergency Shed Supplies	(3,000)	(3,000)	-	(3,000)	-	-	-	-	-	-	-	-	-	-
Classroom Support	(6,750)	(6,500)	-	(6,500)	-	-	-	-	-	-	-	-	-	-
Field Trips	(8,500)	-	-	-	-	-	-	-	-	-	-	-	-	-
Performances/Entertainers	(3,000)	-	-	-	-	-	-	-	-	-	-	-	-	-
Grade 5 Grad	(2,000)	-	-	-	-	-	-	-	-	-	-	-	-	-
After School Program Bursaries	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PAC Expenses	(600)	-	-	-	-	-	-	-	-	-	-	-	-	-
After School Running Club	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Website Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sunshine Fund	(500)	(243)	-	-	-	-	-	-	-	-	(243)	-	-	-
Breakfast Club	(3,000)	(2,600)	-	(2,600)	-	-	-	-	-	-	-	-	-	-
Christmas Hamper	(250)	(250)	-	-	-	-	-	(250)	-	-	-	-	-	-
Teacher Appreciation Gift or Event	(650)	-	-	-	-	-	-	-	-	-	-	-	-	-
Other expense	(500)	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL DISBURSEMENTS & EXPENSES	(38,856)	(19,699)	-	(12,100)	-	-	-	(7,356)	-	-	(243)	-	-	-
NET INCOME/(LOSS)	(27,036)	(6,043)	2	(1,819)	1	372	2,428	(9,853)	3,062	1	(237)	-	-	-

BANK BALANCE @ Aug 31/20	Bank Accounts			Less O/S Cheques	Cash on Hand
	Beg	Activity	Ending		
General Account	31,487	(236)	31,251	40	31,211
Gaming Account	16,688	-	16,688	-	16,688
TOTAL BALANCE	48,175	(236)	47,939	40	47,899

NOTE A	
Education Enrichment	
Spike ball	640
Bball hoop	916
Hand drums	3,000
Recorder ensemble	650
Bass bars	900
Arts field trips	1,000
Total Education Enrichment	7,106



June 3rd, 2022

Nature Sessions With Stefanie

Stefanie Putzhammer
2949 Albion Drive
Coquitlam, BC, V3B 6L6

Walton Parent Advisory Council
Treasurer

Thank you for the opportunity of another fascinating year of gardening, cooking and exploring our natural environment with the Walton students. We had a lot of fun! I'm respectfully submitting my invoice for the school year of 2021/22.

Stefanie Putzhammer
Walton School Garden Project Instructor

Expense or Service	Date	Amount
Overpaid instructor's fee from June 2021 for two classes cancelled during heat wave	2021/06	- \$ 70.00
Food and material expenses incurred for the Vegetable Soup project in October 2021, as per receipts	2021/09/28 2021/10/05	+\$ 72.94 +\$ 21.50
Extra leeks for soup (no receipt, from own supplies)	2021/10/11	+\$ 5.44
Paper towels (no receipt, from own supplies)	2021/10	+\$ 5.32
Purchase of potting soil and seed starter soil, four bags of organic compost for vegetable beds, carrot seeds, as per receipts	2022/02/26	+\$35.97 +\$35.80
Food and material expenses incurred for Scone Baking project, as per receipt	2022/03/26	+93.89
Baking parchment (from own supplies, no receipt)		+\$ 2.14

Organic fertilizer 1.5 kg, as per receipt	2022/04/27	+\$13.98
Scarlet Runner seeds	2022/04/30	+\$ 4.81
Ingredients for Harvest Salad and Smoothies, cups, plates, forks; estimated, for eight divisions (If my actual expenses are off, we'll correct for it next year.)	June 2022	+\$165.00
Instructor's fee \$ 35 per class taught: 10 classes each for eight participating divisions	schoolyear 2021/22	+\$2,800.00
Please pay		\$3,186.79