

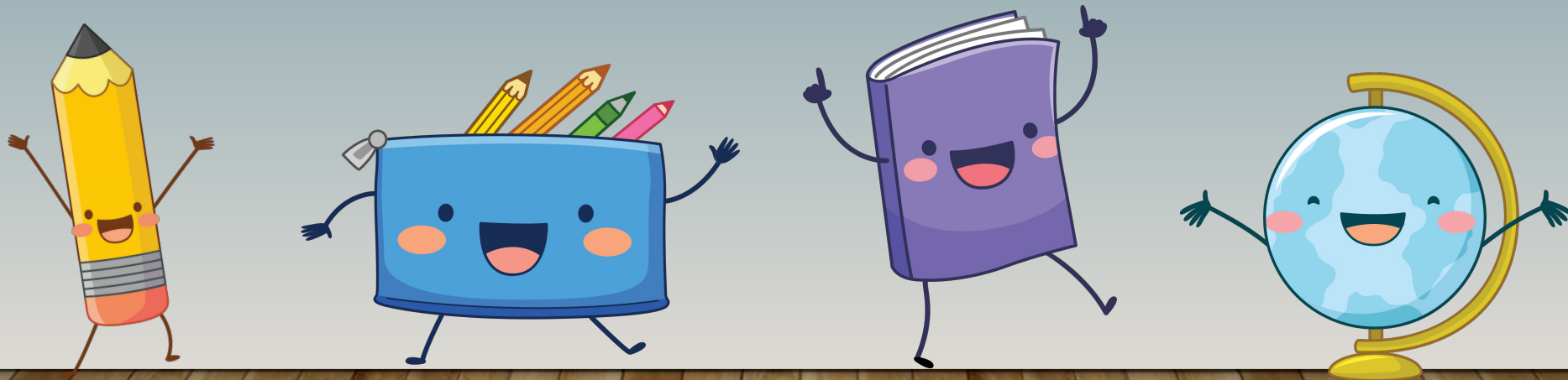
ÉCOLE LORD TWEEDSMUIR ELEMENTARY
SCHOOL



New
Westminster
Schools

Parent Advisory Council (PAC)

April 23, 2025



WELCOME!

- The New Westminster School District recognizes and acknowledges the Qayqayt First Nations, as well as all Coast Salish peoples, on whose traditional and unceded territories we live, we learn, we play and we do our work.

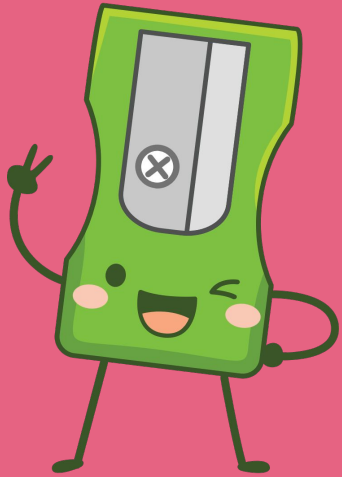


AGENDA



1. Chair Report
 1. About the PAC
 2. Calendar updates
 3. AGM Reminder
2. Trustee Update
3. Treasurer Report
4. Carnival Committee
5. DPAC Report
6. Principle Update
7. New Business

ABOUT THE PAC - CAN I JOIN?



• YES!

1. All parents and guardians of students registered at Lord Tweedsmuir School shall be voting members of the PAC.
2. Administration and staff (teaching and non-teaching) of Lord Tweedsmuir School shall be non-voting members of the PAC.
3. Members of the school community who are not parents of students currently in the system shall also be non-voting members of the PAC.

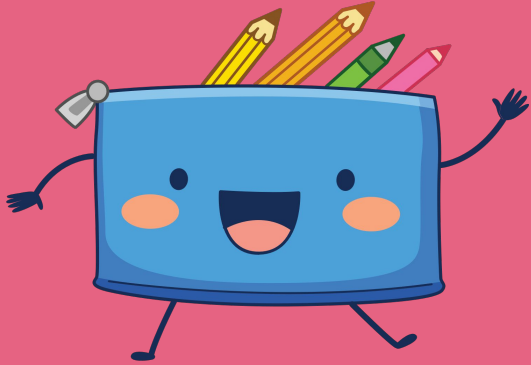


GOAL AND OBJECTIVES

1. To enhance partnership and communication among the parents, the community, the students and the school staff and administration.
2. To review, discuss, and make recommendations to the administration on:
 1. School policy and procedures
 2. Programs and services
 3. Facilities and equipment
 4. Parent/community education
 5. Learning resources

GOAL AND OBJECTIVES

The PAC may not discuss school personnel, individual students or individual parents



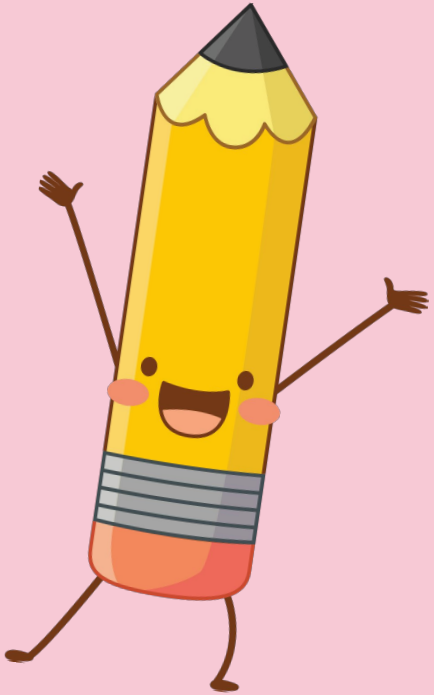
3. To promote co-operation between the home and the school in providing for the education of children.
4. To contribute to the effectiveness of the school by promoting the involvement of parents and other community members.

OK, BUT WHAT DO YOU DO?

- Apart from our listed objectives, we also help organize:
 - Fun Lunches!
 - Art Cards
 - Movie Night
 - Bingo Night
 - Entrepreneurial Fair
 - Carnival
 - **Something you'd like to add?** 😊



HOW CAN I HELP?



- Come to the PAC meetings! Your voice matters!
- Sign up on our volunteer list and we will contact you for one of our upcoming events!

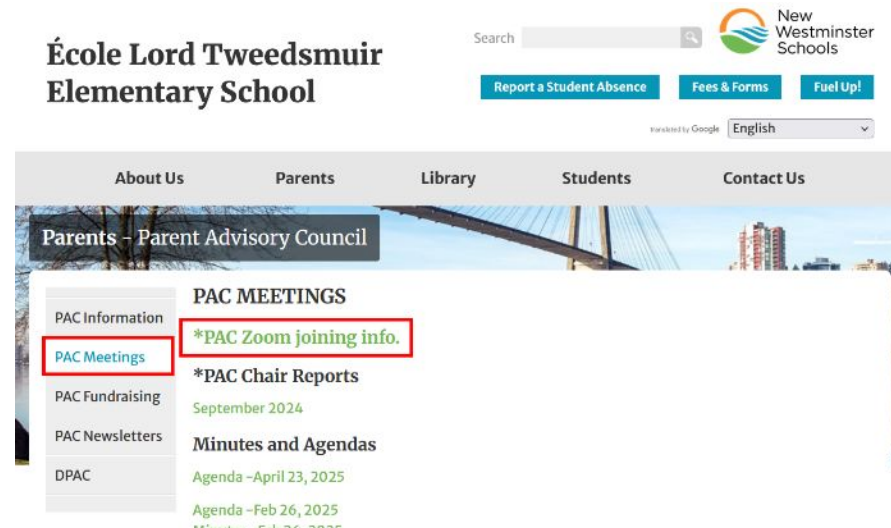


GENERAL PAC INFO

- We meet **every fourth Wednesday** of the month (with some exceptions) **at 7pm**
- We require **at least 7 voting eligible members** present to obtain Quorum
- Quorum is needed so we can vote and make decisions
- Mostly on Zoom, and aim to do at least one in person event throughout the year

GET CONNECTED

- Go to the school website!
- Email as at pactweeds@gmail.com
- Visit our Facebook page
- View information on upcoming and previous meetings
- View contact information



CALENDAR UPDATES

- **Friday 25th April** – Family Movie Night with Climate Club
- **Tuesday 6th May** - Teacher Appreciation day
 - Jen R to confirm (Coffee + treats or a new resource)
- **Wednesday 28th May** – PAC AGM
- **Thursday 5th June** – Welcome to Kindergarten
- **Friday 6th June** - School Carnival
- **Wednesday 25th June** – Grade 5 Farewell



FAMILY MOVIE NIGHT

Tweeds PAC + Climate Club brings you The Lorax

FRIDAY, APRIL 25TH SCHOOL GYM

DOORS OPEN AT 5PM

MOVIE STARTS AT 5:30PM

There will be NO CONCESSION but pack a picnic, bring a blanket, and be sure to bring your own small bowl + water bottle and each child will receive FREE popcorn + candy as a treat.

DOOR
PRIZES

FREE
ENTRY

LITTER
FREE

TRUSTEE UPDATE



- Marc Andres
- General update

TREASURER REPORT

Budget Summary

Fundraising - We had previously budgeted no profit on the fundraising, we do usually get a profit so that gave us about \$6k of leeway

School support- we still haven't gotten any invoices for the spirit wear, garden, library, grade 5 grad or sports day, so that's why this is low

School community support- teacher appreciation and movie night is coming up

Classroom support- teachers are still not fully utilizing the funds available for field trips / general classroom funds

Lord Tweedsmuir PAC 2024/2025 Budget									
							2024-25	2024-25	
							Forecast Revenue/ Expense	Actual Revenue/ Expense	Variance to Budget
2023/2024 carry forward									
		General				\$30,943.07			
		Gaming				\$4,209.80			
			Total			<u>35,152.87</u>			
2024/25 REVENUE									
		Fundraising					14,000.00	11,350.00	(2,650.00)
		Donations					600.00	0.00	(600.00)
		Gaming 2024/25					8,800.00	8,500.00	(300.00)
		Gaming 2023/24 carry forward					104.65	104.65	0.00
		General 2023/24 carry forward					31,146.37	31,146.37	0.00
		2023/24 Paypal carry forward					174.35		(174.35)
					TOTAL INCOME		54,825.37	51,101.02	(3,724.35)
2024/25 EXPENSE									
		PAC Related					611.00	562.00	49.00
		Fundraising					14,000.00	5,207.00	8,793.00
		School Support					9,900.00	4,000.00	5,900.00
		School Community Support					1,500.00	621.00	879.00
		Classroom Support					13,000.00	3,139.00	9,861.00
		Bursaries					1,000.00	0.00	1,000.00
		Donation Remittance to subsidized lunches					600.00		600.00
					TOTAL EXPENSE		40,611.00	13,529.00	27,082.00
					Grand Total		14,214.37	64,630.02	23,357.65



CARNIVAL COMMITTEE

- Budget
- Map

BUDGET DISCUSSION

2025 Approach: Focus on value creation and 'wow factor'.

- Recognition of demand for popular items:
 - extra bouncy castle
 - more balloon twisters
 - more support for face painting
- Carnival atmosphere:
 - circus entertainers
 - caricature artist (volunteer artist)
 - themed decor (volunteer artist)
 - DJ
- Outsourcing of work where possible to reduce load on parents
 - food trucks to reduce food prep
 - large volunteer workforce
 - 40 parents
 - 20-30 students
- Community Involvement
 - sponsors
 - donors
 - local artisans
- Event Organization
 - attention to operations
 - team visibility/communication equipment
 - emcee

Category	Item	Cost	Expected Revenue
Entertainment	4 Bouncy Castles (5 attendants)	\$3,163.44	
	Photobooth (1 attendant)	\$500.00	
	DJ	\$400.00	
	Circus Entertainers (2)	\$1,000.00	
	Carnival Games (9)	\$605.00	
	Balloon Twisters (5)	\$500.00	
	Jumpling Animals (12)	\$60.00	
	Mme Danica's Choir (volunteer)	\$145	
	Caricature Artist (volunteer)	\$100	
	Local Sports Teams (sponsors)	\$0	
	Face Painting (volunteer and sponsors)	\$0	
Marketing Materials	Banners, posters, ads	\$225.00	
Equipment	Marquee Tent (20 x 30')	\$672.00	
	Headset Rentals	TBD	
	Square Card Reader (POS)	TBD	
	Key West Ford Truck w/generator	\$0	
Committee Expense	Yellow Tshirts (5)	TBD	
	Gift for Emcee (Mme Danica)	\$100.00	
Art Supplies & Decor	Decorations	\$200	
	Art Supplies	\$100.00	
Saint John's Ambulance	Donation	\$300.00	
Market	Vendor Tables (10)	\$0.00	\$450.00
Food	Tacofino (min spend \$2k)	\$500.00	
	Little Miss Coffee (10% back)	\$0.00	\$100.00
	Cotton Candy	\$900.00	\$900.00
	Hotdogs (300; SaveOnFoods)	\$0.00	\$600.00
	Drinks (SaveOnFoods)	\$0.00	\$100.00
	Chips (SaveOnFoods)	\$0.00	\$100.00
	Icecream (312; Chapman's Icecream)	\$0.00	\$624.00
	Freezies	\$71.96	\$280.00
Ticket Sales	Wristbands (300)	TBD	\$4,500.00
		\$9,542.40	\$7,654.00

BUDGET DISCUSSION CONT'D

Budget of \$8000 exceeded

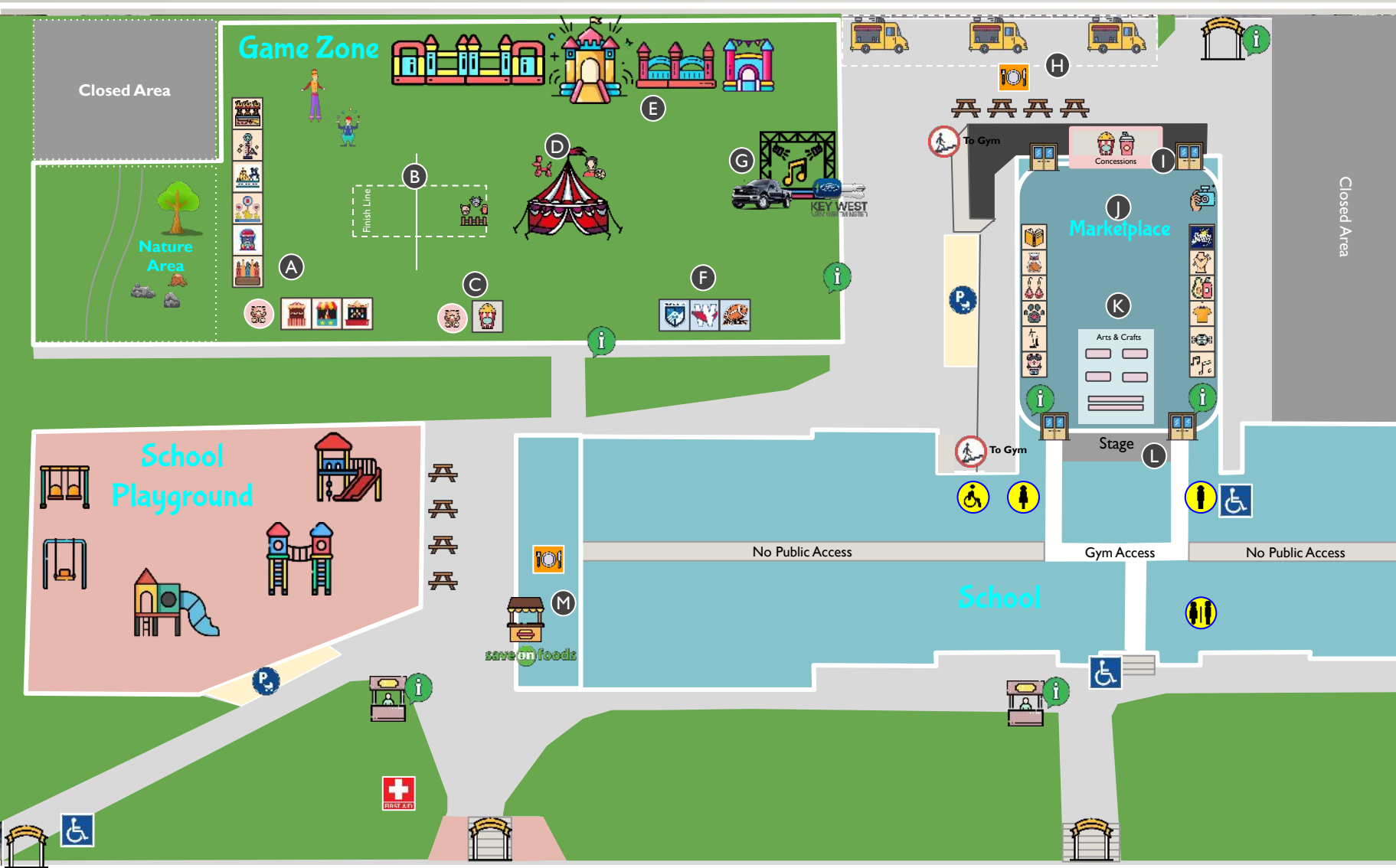
- costs are higher due to inflation etc. (20-50% in some cases)
- NB: some expense is calculated in as a risk but may not be required. (eg. Tacofino \$500)
- large spend is accounted for (games/bouncy castles, etc)
- some costs are mitigated through sponsorship
 - SaveOnFoods
 - Chapman's Ice Cream
 - Salmonbellies, New West Soccer, Hyacks
- incidental costs are still coming in.

Carnival Committee respectfully requests an additional \$2000.

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Tweedsmuir Elementary School Carnival Map

Hamilton Street



8th Avenue

Game Zone

- | | |
|------------------------------|-------------------------|
| A Carnival Games | E Bouncy Castles |
| Prize Tent | Obstacle Courses |
| B Bouncy Animal Races | F Sports Tents |
| C Concessions | G DJ Music |
| D Marquee Tent | Key West Ford Truck |

Marketplace (Gym)

- | | |
|------------------------------------|----------------------------|
| I Concessions | K Arts & Crafts |
| J Vendor Stalls/Photo Booth | L Live Performances |

Dining

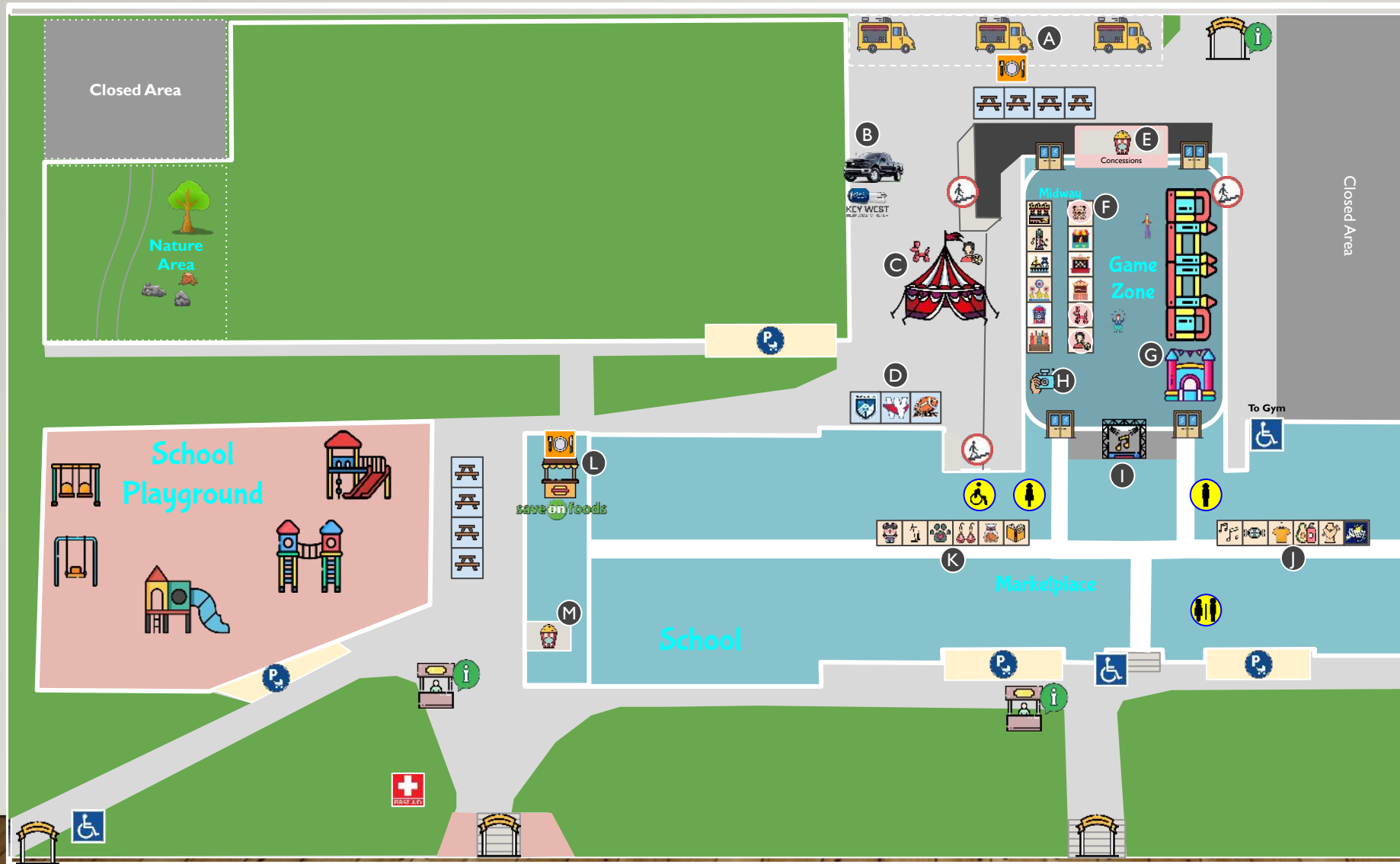
- H** Food Trucks
- M** SaveOnFoods Tent: hotdogs, snacks, drinks.

Map Key

- | | |
|-------------------|------------------|
| Entrance | Games Prize Tent |
| Wrist Bands | Face Painting |
| Information | Balloon Twisting |
| First Aid | Dining |
| Stairs to Gym | Concessions |
| Wheelchair Access | Stroller Parking |
| Washrooms | |

Tweedsmuir Elementary School Carnival Map (Rainy Day)

Hamilton Street



8th Avenue

Outdoor Sports Zone

- | | |
|------------------------------|-----------------------|
| A Food Trucks | D Sports Tents |
| B Key West Ford Truck | New West Soccer |
| C Marquee Tent | Salmonbellies |
| | Hyacks |

Indoor Entertainment (Gym and Hallway)

- | | |
|--------------------------------|-------------------------------|
| E Concessions | H Photo Booth |
| F Midway/Carnival Games | I Performance Stage |
| G Bouncy Castles | J K Marketplace |

Dining (Undercover Area)

- L** SaveOnFoods Tent: hotdogs, snacks, drinks.
- M** Concessions

Map Key

- | | |
|-------------------|------------------|
| Entrance | Games Prize Tent |
| Wrist Bands | Face Painting |
| Information | Balloon Twisting |
| First Aid | Dining |
| Stairs to Gym | Concessions |
| Wheelchair Access | Stroller Parking |
| Washrooms | |

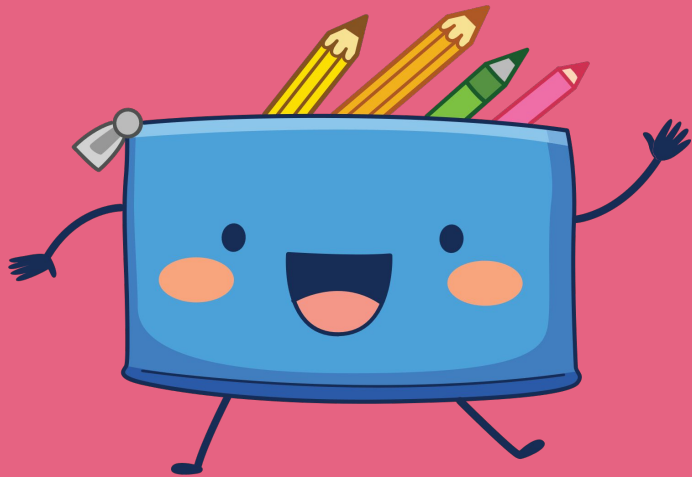
DPAC UPDATE



- General update
- Items relevant for our school

PRINCIPLE UPDATE

- Jen Richter
- General update



NEW BUSINESS & ADJOURNMENT



1. New Business Items

1. Litter Free Lunch Initiative with Climate Club (Kim)
2. Parent volunteer needed for Grade 5 Farewell on Wednesday, June 25th
 1. Looking for a non-Grade 5 Parent volunteer to coordinate the Leaving Ceremony snacks. How to guide is available from Kim.
3. Welcome to Kindergarten on Thursday, June 5th
 1. PAC Volunteers for PAC table at event in afternoon

2. Adjournment

- **Next meeting 28th May our AGM**