

# Langley Christian School PAC AGM Meeting MINUTES

Wednesday, November 8, 2023

*LCS PAC follows Robert's Rules for Order. Want to add something to the agenda?  
Make a motion to amend the agenda before it gets adopted. Want to see a change to something? Make a motion.*

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Langley Christian Schools are honored to operate on the unceded traditional territories  
of the Matsqui, Kwantlen, Katzie & Semiahmoo First Nations.

## Welcome, Introductions & Prayer

Call to order at 7:02pm. Vanessa opened in prayer.

1.0 Minutes – Karla made a motion to approve minutes from October 11, 2023. April seconded the motion.

\*Voting of remaining 2023-2024 PAC Executive positions\* (all the below executive were voted in by acclamation.)

Social Media Coordinator – *Tessa Spencer*

Elementary School Rep – *Calla Jones*

2.0 Agenda - motion to accept agenda with no additions/deletions

Addition – new business by Helen – asking for money for the grad and the Christmas banquet (2 separate items). April made a motion to add this to the agenda. Karla seconded the motion.

## 3.0 Reports

### 3.1 Presidents/Vice President's Report – Andrea Petkau

We've been busy with our new team getting to know one another with the new executive team. We've had many conversations about planning for the future with the admin team. Tonight, we will spend a bit of time talking about Christmas and what the school's needs are. We are not meeting in December.

### 3.2 Treasurer's Report - Sharon Dickens

September – nothing to report. October \$2171.73 net income for hot lunch. Expenses \$92.45. \$2083.29 surplus for October.

### 3.3 Hot Lunch Report - Karla Toews

Pizza day hot lunch in October \$2100 profit. We have sushi hot lunch coming up in November. It was asked if we feed volunteers – we do not unless there is leftover food. We have now opened hot lunches to the Jr. Kindergarten class on Wednesday. A question was asked if for grad fundraising it would be bad taste for them to reach out to the different hot lunch sponsors and answered that it would not.

## 4.0 Old Business

### 4.1 Proposed Budget

Combining two miscellaneous categories on budget worksheet to make less confusing. The school had asked if a category could be added for parent education. Motioned by Vanessa, second Karla. Vote: all in favor.

#### 4.1 Gaming Grant Proposed Budget (switch these)

We have received a gaming grant for approximately \$24,000. This money needs to be specifically used for students. Budget has increased for grads this year. The grad committee can decide what to use this money for. Tessa made a motion to approve the Gaming Grant Budget. This was seconded by April. Vote: all in favor.

### 5.0 New Business

#### 5.1 High School Hot Chocolate

Our High School Rep Yali will be going back and forth with Mr. Ditson to help organized this. In December we will have hot chocolate served to middle and high schoolers. It was suggested that the High school Student Council and/or Leadership team help with this. The PAC and volunteers will help with serving. These volunteers will need to be at the High School at 7:30am to serve for 8:45am. Proposed Date: December 8<sup>th</sup>. It was asked previously why we didn't do this for elementary. Logistically it was too complicated with younger ages etc. April, Yolanda, Yali and Petra will discuss this.

#### 5.2 Schoolwide Movie Night

We will need someone to be the point person for this. For a one-time movie night we need a one-time license to show a move. We will circle back to discuss in the New Year.

#### 5.3 Staff Christmas Gifts

As a PAC, we give Christmas gifts to the entire staff. Sharon has purchased these. They will be delivered to the staff in December. April volunteered to help Sharon with this.

#### 5.4 Elementary School Christmas Light Up

This year will be the second time that this event is taking place. This year it will be held in the back courtyard. This year there will be multiple hot chocolate stations. The office is looking for some support from the PAC. The event is Wednesday November 22 from 6:30-7:30. Volunteers: Helen, Andrea, April. If anyone else is able to help, please contact the PAC at [info@lcspace.com](mailto:info@lcspace.com).

#### 5.5 Grad

Grad committee is pleased with gaming budget given to grads. No further discussion was needed.

#### 5.6 Grad Christmas Banquet

Helen is asking if the PAC can give money to this group for decorations. Lisa said that they can borrow décor from Admin. Joel Ditson went over the estimated costs for the Christmas Banquet. There is \$300 allocated for decorations. It was mentioned that the \$40 cost is expensive for some family, maybe spending less on food to make the cost cheaper. It was asked if we could instead contribute costs of students to be able to attend. The high school has explored the idea of the leadership team doing a fundraiser to subsidise costs.

Helen made a motion to give the grad Christmas banquet \$300 for decorations under a separate line item of the gaming budget. The motion was seconded by Andrea. Vote: 11 in favor, 2 opposed. Carried.

#### 6.0 General discussion forum

6.1 Head of School Parent Update (Joel Ditson on behalf of Adam Woelders). See below.

<sup>a</sup>

6.2 Open discussion Q and A

It was asked if staff can wear helmets using scooters between schools.

It was asked if the PAC had something that provided support for families who have had a loss or a significant need. A big deterrent would be how would we find out if this happened? We will put this on the January agenda for further discussion.

#### 7.0 Adjournment

**\*\* Next Meeting is Wednesday, January 10, 2024 at 7:00pm\*\***



## Head of Schools Report to PAC

8 November 2023

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**VISION:** A thriving Christian learning community, connected outward and inward, serving together as leaders who model best practices to empower students to have an impact in a changing world... for the Glory of God.

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1. Society Meeting – November 27
  - (a) The Board will share their budget for 2023-2024
  - (b) Capital expansion project updates, including sharing progress on new middle school to date
2. New Family Welcome & Orientation – November 14
  - (a) For all families looking to connect and learn more about the mission, vision and operations of LCS.
  - (b) Attendance is required for anyone seeking to apply for full voting membership in the LCS Society.
  - (c) It is an opportunity to meet some staff and build relationships. Light refreshments will be served.
3. Accessibility Act Update
  - (a) LCS is required to have an Accessibility Committee consisting of staff, parents and community members.
  - (b) Joyce Wang, Director of Learning Services, is chairing this important work and has selected a committee to advise the school on accessibility issues.
4. Student Dress Guidelines
  - (a) PAC and HOS planning on open forum discussion at an upcoming PAC meeting for any parents who want to have some input or make their voices heard before we make any revisions.
  - (b) The goal of our dress guidelines is to establish a common standard for all students that is appropriate for a professional work environment. There is an expectation that we would have higher standards, more aligned with a Christian worldview, than what is common in public schools.
5. High School Updates – Joel Ditson

Sep-23

**Nothing to Report**

Oct-23

**Fundraising Activities**

October Hot Lunch	Income	\$6,533.00
October Hot Lunch	Expenses	<u>(\$4,357.27)</u>
	<b>Net Income</b>	<u><u>\$2,175.73</u></u>

**School Activities**

	<u>\$0.00</u>
	<u><u>\$0.00</u></u>

**Other**

Pac Meeting Refreshment	(29.47)
Volunteer Appreciation	(\$92.97)
Error in Bank Charge June 16, 2023	30.00

Total	<u>(\$92.44)</u>
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October had Net Gain of	<u><u>2,083.29</u></u>
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**BALANCE SHEET**

October 31, 2023

**Assets**

G & F Financial Group-Main	26,449.03
G & F Financial Group-Hot Lunch	

Total Bank	26,449.03
Petty Cash	270.35
Accounts Receivable	-
Transfer to Gaming Account	1.00

**Liabilities**

Accounts Payable	897.75
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<b>Total Liabilities</b>	<b>\$ 897.75</b>
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**Equity**

Beginning Balance	23,739.01
<b>Net Gain (Loss)</b>	<u><u>\$2,083.62</u></u>
<b>Total Equity</b>	<b>\$ 25,822.63</b>

Total Assets	\$ 26,720.38	Total Liabilities and Equity	\$ 26,720.38
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