



AGENDA
PCAA CONSTITUENCY MEETING /
PARENT ADVISORY COUNCIL MEETING (ZOOM MEETING)

December 1st, 2024 - 10:00 a.m. – 12:00 p.m.

<https://zoom.us/j/5029116387?pwd=N1g3MnlGd3FEQ00rd2wxMnZuK1VuZz09>

Meeting ID: 502 911 6387 Passcode: 730022

<u>Item</u>		<u>Time</u>
1. Welcome/Devotion/Prayer	<i>Jennifer Stewart, Vice Chair</i> <i>Pr. Shaun Young, (Chaplain)</i>	10
2. Approval of Agenda		1
3. Approval of Previous Minutes (June 24, 2024 Meeting Minutes)		2
4. Matters Arising from Previous Minutes		5
5. Reports: -Academic & Operations Reports -Audited Financial Report -2024-2025 Operations Budget	<i>Ian Mighty, Principal</i> <i>Dorian Roberts, Accounting</i> <i>Karl Hergenroeder, Treasurer</i>	20
6. Development & Fundraising Report	<i>Cormac Foster, Dev. & Fundraising</i>	10 20
8. Adjournment/Prayer	<i>Jennifer Stewart, Vice Chair</i>	5

Motions for Consideration:

1. *To Approve the Agenda*
2. *To Approve the Previous Minutes (June 24th, 2024)*
3. *To Receive the Academic & Operations Reports*
4. *To Receive the Audited Financial Statements*
5. *To Approve the 2024-2025 Operations Budget*
6. *To Adjourn*

Elected Delegates: Please confirm your attendance by telephone or by email.

Tel: 204-667-2383

Email: imighty@pcaa.ca



PCAA Constituency Meeting / Parent Advisory Council Meeting
Minutes of Meeting
For meeting held: Monday, June 24, 2024 / 06:30 p.m. / Virtual via Zoom

MEETING ATTENDANCE: (SEE Page 5-8)

1. WELCOME / DEVOTION / PRAYER

The PCAA School Chaplain led the devotional and opening prayer.

The PCAA School Board Chair welcomed all attendees and confirmed that a quorum was met, with 30 individuals present. He stated that it is inherent to the school's operational procedures to convene a constituency meeting, as certain matters require endorsement by the constituency prior to implementation. The meeting was called to order at 6:30 p.m.

2. APPROVAL OF AGENDA

The PCAA School Board Chair requested the PCCA School Principal to offer guidance on the flow and details of the agenda, which primarily centred on the disposal of the portable classrooms, the establishment of the satellite classroom, and an overview of the projected PCAA Operation Budget for the 2024-2025 school year.

01/06/24 Motion: It was moved that the June 24, 2024 Agenda be approved as circulated.

MOVED, SECONDED, CARRIED

3. APPROVAL OF PREVIOUS MINUTES OF MEETING DATED DECEMBER 3, 2023

The meeting minutes from December 3, 2023, were distributed as part of the meeting package for review ahead of the meeting. There were no changes.

02/06/24 Motion: It was moved that the Minutes of the December 3, 2023 PCAA Constituency meeting be approved.

MOVED, SECONDED, CARRIED

4. MATTERS ARISING FROM PREVIOUS MINUTES

No matters arising from the previous minutes were raised.

5. REPORTS

a) ACADEMIC & SCHOOL OPERATIONS REPORT

The PCAA School Principal presented the Academic and School Operations report. He discussed the 2023-2024 Graduation Exercises and Awards ceremonies, as well as the recently completed school accreditation. He mentioned that the final day of school for students will be June 27, 2024, and the final day of school for personnel will be June 28, 2024.

He reviewed the two motions that had been previously approved by the PCAA Constituency concerning the expansion at the current site, along with the sale of the 24 x 60 portable classrooms and 12 x 8 portable washrooms. He outlined the existing circumstances at the PCAA concerning space limitations and their effects on the provision of a high-quality K-12 program. He highlighted the strain on faculty and staff, the perceptions of parents and students regarding

quality, the misdirected focus on class and teacher coordination, and the setup of a temporary satellite classroom at 1011 Munroe Avenue. He provided an update on the enrollment growth, which is presently at 196 students and is expected to increase by approximately 220 students next school year. He briefly touched on the long-term vision and provided a summary of the expansion options.

In addition, he shared information about the development of the expansion project, which aims to build a 5,120 square foot addition to the existing building on 56 Grey Street to meet the school's current classroom capacity requirements. This initiative will be financed through a loan application to the SDACC Revolving Fund. The drawings and plans, along with the rendition of the proposed additional building, were shared. The new building will feature five classrooms located at the southwest corner, along with new washrooms, locker space, a direct access corridor to the existing hall, an exit to the playground, a storage room, and in-classroom sinks and cabinets. The building will comply with all national and provincial building and fire codes, and it is anticipated to have a life expectancy exceeding 80 years. The new building will include the capability for future expansion to a second level, should that be desired. The construction will begin upon receiving permit approval from the City of Winnipeg.

He also discussed the financial aspects. He stated that in previous years, Operating Budgets have allocated surplus funds to increase Equity and Capital Reserves. Currently, there are no debts to finance because the previous portable classrooms loan was fully paid in June 2020. He also provided a detailed breakdown of the total resources available for the expansion project's down payment of \$750,496 plus \$25,000 in Man-Sask Conference support, the estimated project costs of approximately \$1,476,000 (including taxes and contingency), the budget considerations for the 2024-2025 school year with a forecasted revenue of \$2,128,582 and expenses of \$1,966,270, and the financing components. The down payment required for the expansion project is \$738,000, and the SDACC Revolving Fund loan of \$925,550 (principal) and \$307,000 (interest) will be repaid over a 15-year period. He stated that if around \$600,000 in surplus funds (\$100,000 per year) are produced over the following six years, along with five years of loan payments, PCAA could repay the Revolving Fund loan in 12-13 years.

The PCAA School Principal provided an overview of the facilities at the satellite school located at 1011 Munroe Avenue. The monthly fee for the temporary lease is \$2,000. The school has allocated a total of \$25,000 for the case that the contract will be for a year, pending the completion of the building construction at 56 Grey Street.

b) PROPOSED DRAFT OPERATIONS BUDGET FOR 2024-2025 SCHOOL YEAR

The PCAA School Board Treasurer presented the draft of the proposed Operations Budget for 2024-2025 School Year. He stated that the proposed budget for the Programming for Grades JK-12 for the 2024-2025 School Year was based on 223 students and was subject to change once the numbers were confirmed in the fall. He thoroughly reviewed the draft proposed budget, emphasizing the sources of operating revenues and the detailed breakdown of operating expenses. He noted that the expenses included the payment for the satellite school lease and allocation for the repayment of the Revolving Fund loan (capital only).

03/06/224 Motion: It was moved that the draft of the proposed 2024/2025 PCAA Operations Budget be approved, with the final draft to be presented for approval at the Fall Constituency Meeting.
MOVED, SECONDED, CARRIED

04/06/224 Motion: It was moved that the recommended lease of space located at 1011 Munroe Avenue (Braeside Evangelical Mennonite Church) enabling PCAA to establish a temporary Satellite School Campus to accommodate Kindergarten to Grade 2 students commencing August 2024 pending Man-Sask Conference review and assumption of a lease agreement be approved by the PCAA Constituency.
MOVED, SECONDED, CARRIED

05/06/24 Motion: It was moved that the sale of the (24' x 60' sq.ft.) Portable Classroom and the Dual Stall Mobile Washroom (8' x 12' sq.ft.) to Prairie Crossroads School Inc. (Morden) for their bid amount of \$15,000 be approved on condition that Prairie Crossroads School Inc. (Morden) will remove and transport the asset at their own expense.

MOVED, SECONDED, CARRIED

06/06/24 Motion: It was moved that the School Academic and Operations Report be received.

MOVED, SECONDED, CARRIED

6. ADJOURNMENT

The PCAA School Board Chair extended warm wishes for a good summer and kindly requested that everyone keep the school in their prayers.

07/06/24 Motion: It was moved that the meeting be adjourned.

MOVED, SECONDED, CARRIED

The Silver Heights SDA Church Pastor led the closing prayer.

The meeting terminated at 7:37 p.m.



Signature of School Board Chair

November 01, 2024

Date



Signature of School Board Secretary

November 04, 2024

Date

Constituency Delegates Attendance

Updated list December 1, 2023

Henderson Highway SDA

Name	Tenure	Confirmed/Present	Regrets	Absent
Bryce Kraushar	2017			✓
Karen Pieper-Foster	2017	✓		
Cormac Foster	2017	✓		
Pat Forteau	2014			✓
Cindy Keenan	2014		✓	
Martha Pop	2014		✓	
Ken Riemche	2014	✓		
*Neva Pieper	2014		✓	
*Karl Hergenroeder	2014	✓		
Orville Lawrence	2022			✓
Stephanie Yamniuk	2022			✓
Kim Paz	2022		✓	
Pastor Mena	2014	✓		
Total =13		5	4	4

Korean SDA

Name	Tenure	Confirmed	Regrets	Absent
Suk Kyun Chang				✓
Total = 1				1

Lighthouse SDA

Name	Tenure	Confirmed	Regrets	Absent
Lemlem Gashaw	2020	✓		
Total = 1		1		

Mountain & Andrews SDA

Name	Tenure	Confirmed	Regrets	Absent
*Chrispin Ntongo	2015	✓		
*Pastor Oliphant	2014			✓
Total= 2		1		1

Silver Heights SDA

Name	Tenure	Confirmed	Regrets	Absent
Phyllis Bruce	2014			✓
Cameron Gumbs	2017			✓
Rev Tupas	2017		✓	
Jasmine Tupas	2017		✓	
Jean Walker	2014	✓		
Eveth McKenzie	2014			✓
Clifford Bignall	2018		✓	
*Pr. Wally Lyder	2023	✓		
Total = 8		2	3	3

Transcona SDA

Name	Tenure	Confirmed	Regrets	Absent
*Barrington Lumsden	2017			✓
Total = 1				1

Westpark SDA

6

Name	Tenure	Confirmed	Regrets	Absent
Alex Unarse	2022			✓
Noel Vedoya	2022			✓
Gomar Padasas	2022			✓
Carlton Labitoria	2022			✓
Rolly Gonzales	2022			✓
Abednigo Mandalupa	2022		✓	
Samantha Soriano	2022			✓
Clair Padasas	2022			✓
Julius Macam	2022			✓
Reggie Remocal	2022			✓
Delvie Mutya	2022	✓		
Digna Paraiso	2022		✓	
Jomar Partido	2022			✓
Jennifer Stewart	2022	✓		
Melanie Marcellana	2022			✓
Russell Reyes	2022		✓	
Pastor Neil Tagarao	2022	✓		
Total = 17		3	3	11

Nueva Esperanza SDA

Name	Tenure	Confirmed	Regrets	Absent
Reyna Siffuentes	2017			✓
Total = 1				1

PCAA Full Time Faculty

Name	Tenure	Confirmed	Regrets	Absent
Ian Mighty		✓		
Kassandra Peart				✓
Rubylyn Tagarao		✓		
Vinette Brooks		✓		
Nora Chavez		✓		
Charmaine Mitchell		✓		
Hye-Young Lee		✓		
Alvin Waite		✓		
Rey Jereos		✓		
Shelly-Ann Young		✓		
Ryle Mutya		✓		
Adeniyi Ola		✓		
Pastor Shaun Paul Young		✓		
Total =13		12		1



List of School Board Members 2023-2024

MEMBER	ROLE	Present	Regret	Absent
Corrine Lindberg	Education Superintendent	✓		
Dr. Chrispin Ntungo	Chair	✓		
Jennifer Stewart	Vice-Chair	✓		
Karl Hergenroeder	Treasurer	✓		
Ian W. Mighty	Executive Secretary, Principal	✓		
Neva Pieper	Member		✓	
Russell Reyes	Member		✓	
Barrington Lumsden	Member			✓
Lemlem Gashaw	Member	✓		
Sabrina Rowe	Member	✓		
Roland Diongson	Member	appointed mid-way		
Betel Tekelehaimanot	Member	appointed mid-way		
Pr. Wally Lyder	Ex. Officio Member	✓		
Pr. Neil Tagarao	Ex. Officio Member	✓		
Pr. Ricardo Mena	Ex. Officio Member	✓		
Pr. Delfred Onde	Ex. Officio Member		✓	
Pr. Herbert Oliphant	Ex. Officio Member			✓
15		10	3	2

SDACC & MAN-SASK

Name	Tenure	Confirmed	Regrets	Absent
Shad Lehman (Ed. Director)			✓	
Charles Aguilar (President)			✓	
Christine Bergen (Treasurer)			✓	
Corinne Lindberg (Ed. Director)		✓		
Francis Douville (Executive Secretary)			✓	

GUEST(S)

MEMBER	ROLE
Dorian Piedra	Accountant

PCAA GRADUATES 2023-2024



Nathan Abrahm
Uman/Sciences



Natan Jogora
Uman/Sciences



Alannu Jumawan
RRC/Nursing



Robel Mesfin
Uman/Nursing/Med



Nice Mallorca
RRC/Graphic Arts



Joel Ott
TBD/Payroll/Acctng



Principal's Annual Report
2024-2025
Ian W. Mighty

Our Mission Statement:

“To foster holistic development and provide quality education in a Christ centered environment.”

Our Vision statement:

A Christian academy known for its pursuit of excellence, nurturing environment and developing leaders who bring positive change to the world.

Our Core Values:

Christ-Centred	We reflect Jesus’ character in our thoughts, words and actions. <i>(1 Peter 2:5)</i>
Respect	We respect God, Self, Others & Property. <i>(Romans 12:10)</i>
Engagement	We believe meaningful learning is achieved when our community of learners are curious, interested and passionate. <i>(Proverbs 20:5)</i>
Commitment	We believe in our school and we will give our time and our energy to it. <i>(Luke 9:62)</i>
Responsibility	We follow directions, complete tasks and take ownership of choices, words and actions. <i>(Colossians 3:23)</i>
Excellence	We strive to be outstanding and surpass ordinary standards. We prepare well We always seek to get better We never stop learning <i>(Philippians 4:8)</i>
Service	We work for the benefit of others <i>(Galatians 5:13)</i>

This 2024-2025 annual report articulates the growing and dynamic nature of our school and the commitment of the administration, faculty and staff in striving for Excellence through Christ.

Established in 1924 PCAA continues its educational pursuit of preparing learners for this present world and the world which is expected to come. Our school is celebrating 100 years of service to the Winnipeg community.

This year enrolment has witnessed an increase to 222 wonderful students over last year's 196. The group represents a variety of ethnic backgrounds. This diverse ethnicity is also reflected in the staff---who are representative members at seven of the 8 constituent churches.

While a highly rewarding vocation, good teaching is a complex, demanding role and I sincerely thank each and every faculty member for their individual and collective energy, expertise, professionalism and enthusiasm throughout the year. Our children are in very safe, caring and capable hands.

Our parents, School Board, Home & School Association and sub-committees play visible and important roles in our school and I also extend thanks to each individual for the role they have played.

The PCAA Strategic Plan (2015); School Improvement Plans (2017/19) and School Expansion Plans (2022/2023) were developed with significant input from staff, parents, administration and School Board members.

As principal, I regularly report to the School Board by providing glimpses into the operational aspects of the school. I am also striving to report on our school's progress towards the implementation of strategies within the Strategic Plan, as well as on the achievement of milestones and targets.

These Plans communicate to faculty, staff, students, parents and the community our strategic direction and what we aim to achieve in the coming future.

ACHIEVING THE MISSION:

-The Mission is frequently communicated.

-The School Board & Administration allocate the required resources (human, material, financial and time).

The Administration, Faculty & Staff continue to be the driving force providing leadership, modeling, instruction and values.

The Administration, Faculty and Staff schedule, plan and implement the Academic, Social & Spiritual activities of the school.

The Vision is frequently communicated.

Each major player in the facility is called on to know, understand and internalize “the vision”.

Each major player must be intentional in “**fostering holistic development**” and providing “**quality education**” in a “**Christ-centred**” environment.

ORGANIZATIONAL CHANGE:

PCAA reverted to the one campus model as of September 2022. The growing enrolment and imminent partnerships to attract International students continue to increase the need for an expanded facility and the erection off a new school facility.

PCAA is changing to reflect a rich ethnic diversity. The student body and faculty & staff makeup is highly diverse.

The religious diversity of the student population has changed:

33% of the Student body represent Seventh-day Adventist affiliation/connection

67% of the Student body would identify as having Pentecostal, Catholic or Evangelical affiliation

The institution has high demands to meet the educational needs of many families who are recent immigrants as well as a growing interest from International students. This places a high priority on meeting the needs of students for whom English is an Additional Language and who are adapting to new social mores within the Canadian context.

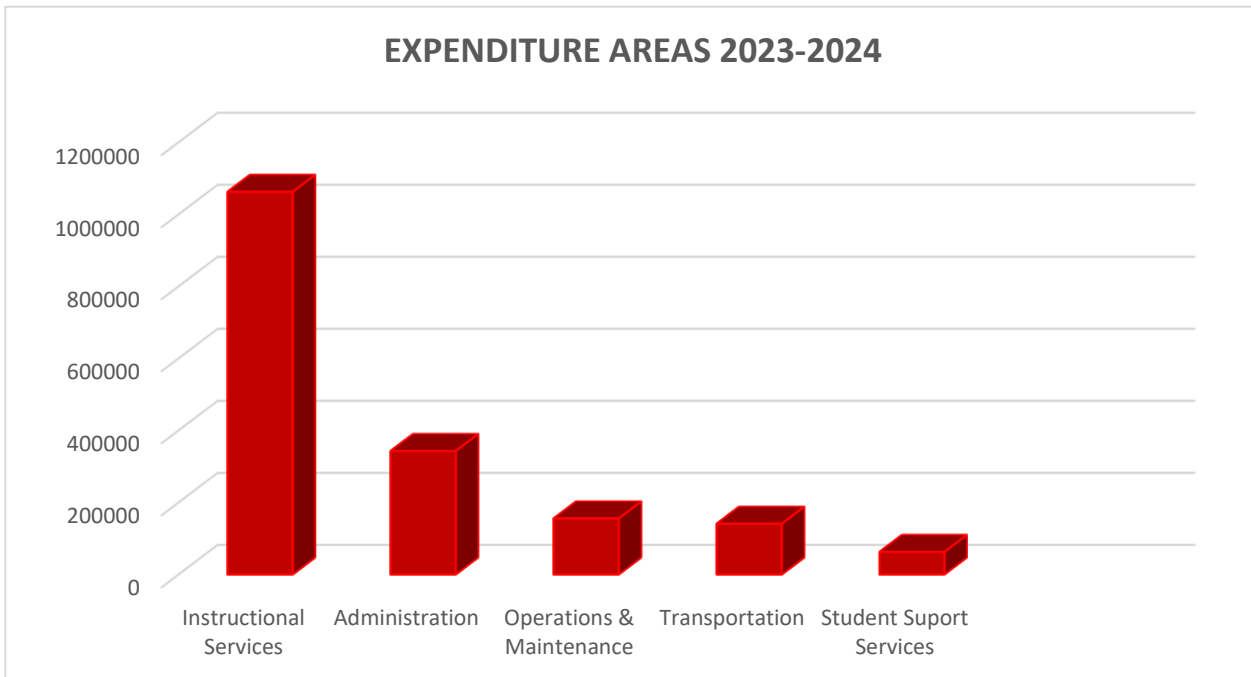
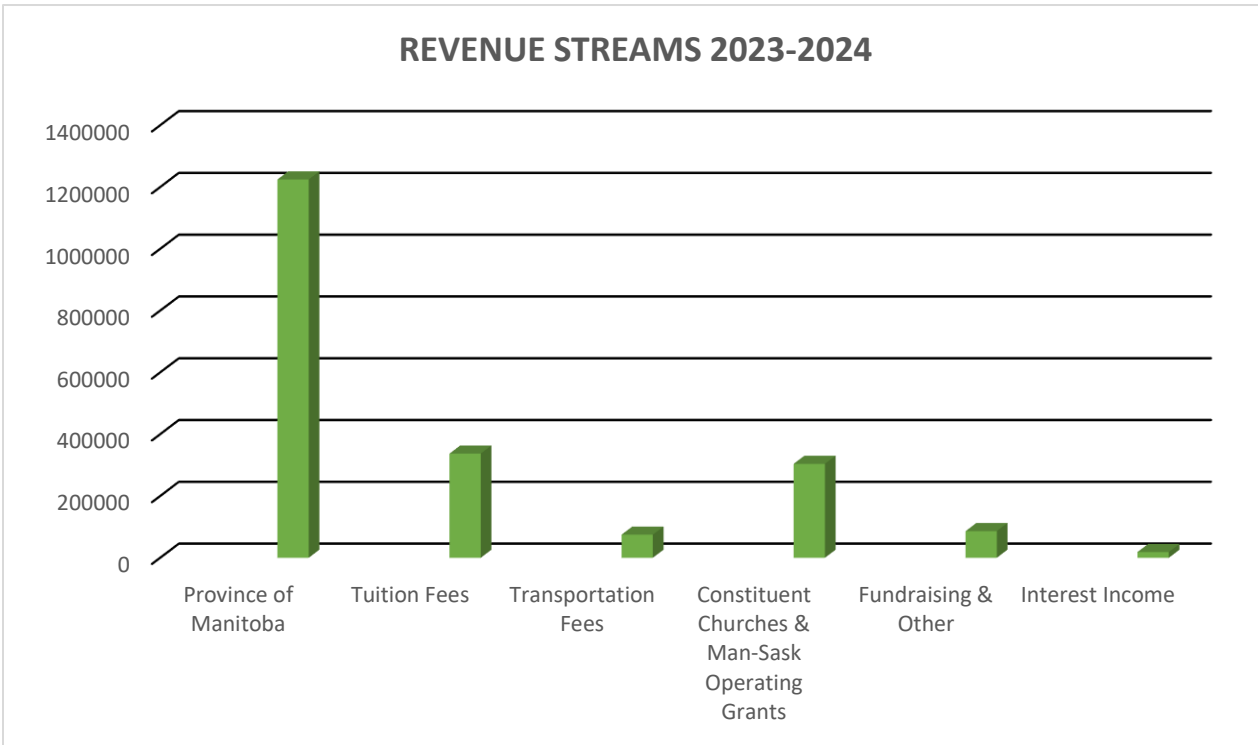
2023-2024 HIGHLIGHTS:

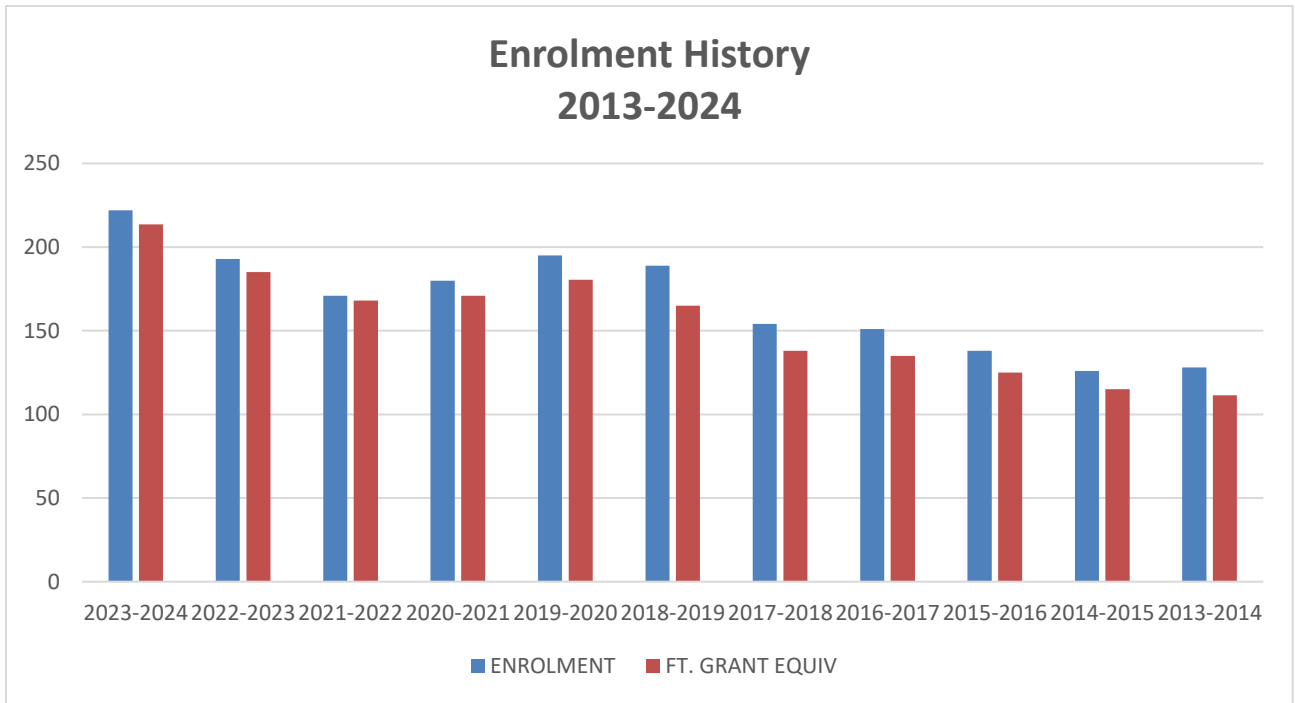
- MFIS & Manitoba Education recognition of the school’s Centennial (1924-2024)
- Increased Faculty/Staff involvement through participation on various school-based committees.
- Increased focus on student academic achievement as evidenced in our emphasis on improving student reading and comprehension levels.
- Successful School Accreditation process.
- Continued interest in raising the spiritual climate inf the school.
- Six Grade 12 Graduates were awarded their Manitoba Grade 12 Diploma in June 2023.

OUR CHALLENGES:

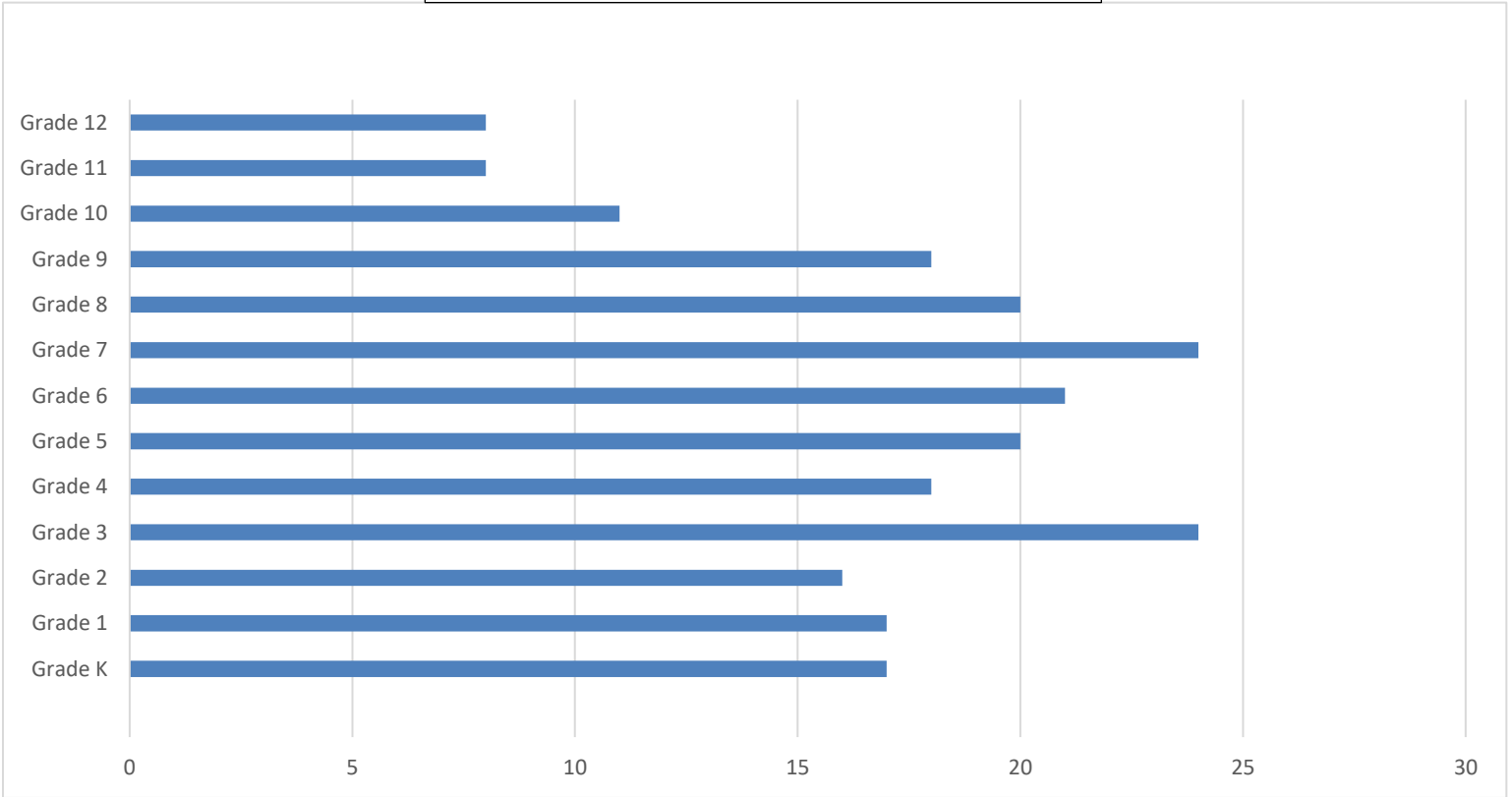
- Lack of adequate spaces to meet the needs of our enrolment.
- Impactful shortage of teachers across the North American Division
- Low enrolment from Constituent Churches.
- Lack of adequate spaces for program expansion. Example extra-curricular programs
- Poor drainage; limited parking lot spaces, aging infrastructure/furnaces.

PCAA is a non-profit entity. All funds generated by the school are used to continually reinvest in both physical and human resources in a responsible and sustainable manner to ensure ongoing school improvement and successful outcomes for students.





ENROLMENT BY GRADES 2024-2025



CURRENT YEAR (2023-2024) FACULTY/STAFF PROFILE:

<p>Mrs. Peart: K</p> <p>Mrs. Tagarao: Grades 1-2</p> <p>Mrs. Brooks: Grades 1-2</p> <p>Mrs. Lee: Grades 3-4</p> <p>Mrs. Chavez: Grades 3-4</p> <p>Mrs. Mitchell: Grades 5-6</p> <p>Mrs. Young: Grades 5-6</p> <p>Mr. Waite: Grades 7/8</p> <p>Mrs. Lawal: Grades 7/8</p> <p>Grade 9-12</p>	<p>Resource/Support Team:</p> <p>Mrs. Landry: Resource Support</p> <p>Mrs. Ott: Educational Assistant</p> <p>Mrs. Rodriguez: Educational Assistant</p> <p>Mr. Thomas: Educational Assistant</p> <p>Mrs. Nimo: Educational Assistant</p> <p>Ms. Tuyishime: Educational Assistant</p> <p>Melvin Arcon: Building Maintenance</p> <p>Khuram Gill: Computer Support</p> <p>Nicolae Budica: Bus Driver</p>
<p>Mrs. Young: ELA 9-10,, Math 9, Biology 11/12,, French 7-12</p> <p>Ms. Mutya: ELA 11/12, Humanities 9-12,, Personal Finance 9-12, Digital Videos 9-10, 9-12 Fine Arts</p> <p>Mr. Ola: Math 10-12,, Science 10, Physics 11/12, Chem. 11-/12,</p> <p>Mr. Alexis: K-8 Music, K-6 French, 9-12 Band</p> <p>Pr. Young: Bible 7-12, Graphic Arts 5-8</p>	<p>Cormac Foster: Development Coordinator</p> <p>Iryna Makarchuk: Admin Assistant</p> <p>Evelyn Mallorca: Admin. Assistant (P/t)</p> <p>Dorian Piedra: Accountant</p> <p>Pr. Shaun Young: Chaplain</p> <p>Ian Mighty: Principal</p>

TEACHING STAFF QUALIFICATIONS:

Degrees	Number of Faculty/Staff
Doctoral	1
Masters	3
Bachelor of Education	8
Bachelor of Science	2
Bachelor of Arts	3
Certificates	2

TEACHERS YEARS OF EXPERIENCE:

Years	Number of Teachers
1-5	2
5-10	2
10-15	2
15-20	2
20+	4

FACULTY/STAFF/STUDENT IN-SERVICE RECORD TO DATE

<i>Description of Activity/Facilitator</i>	<i>Location</i>	<i>Date/Duration</i>	<i>Participants</i>
School Bus Safety Training	PCAA	October 2023	K-12
Bureau of Education Customized Self-paced Workshops	PCAA	6 Hours	All Teachers
What Works in School Teacher Led Training Sessions	PCAA	Oct 2022-June, 2023	Teachers
Blood Glucose Testing ACCESS Public Health Nurse	PCAA	May 2024	10 Staff/Faculty
Anaphylaxis Training ACCESS Public Health Nurse	PCAA	May 2024	10 Staff/Faculty

2023-2024 COMMITTEES & GOALS

SPORTS 18

Goal: Support the athletic pursuits of PCAA Students through involvement in MHSAA, Intramurals and curricular field trips.

Acosta, Waite, Mighty, Young, Lee

TECHNOLOGY

Goals:

1. Improve Infrastructure (Internet & more Chromebooks)
2. Implement ICT Plan
3. Acquire & Implement STEM

Mighty & Gill

HEALTH & SAFETY

Goals:

1. Report Health & Safety Concerns to Admin
2. Plan School Bus & Railway Safety Training
3. Update School Fire Plan
4. Health & Safety Workshop in partnership with H&S

Mighty, Arcon, Chavez, Brooks

COMMUNITY ENGAGEMENT

Goals:

1. Community Outreach - Salvation Army
2. Plan/Deliver programs for SDA Churches
3. Readathon for Police, Fire and Paramedics

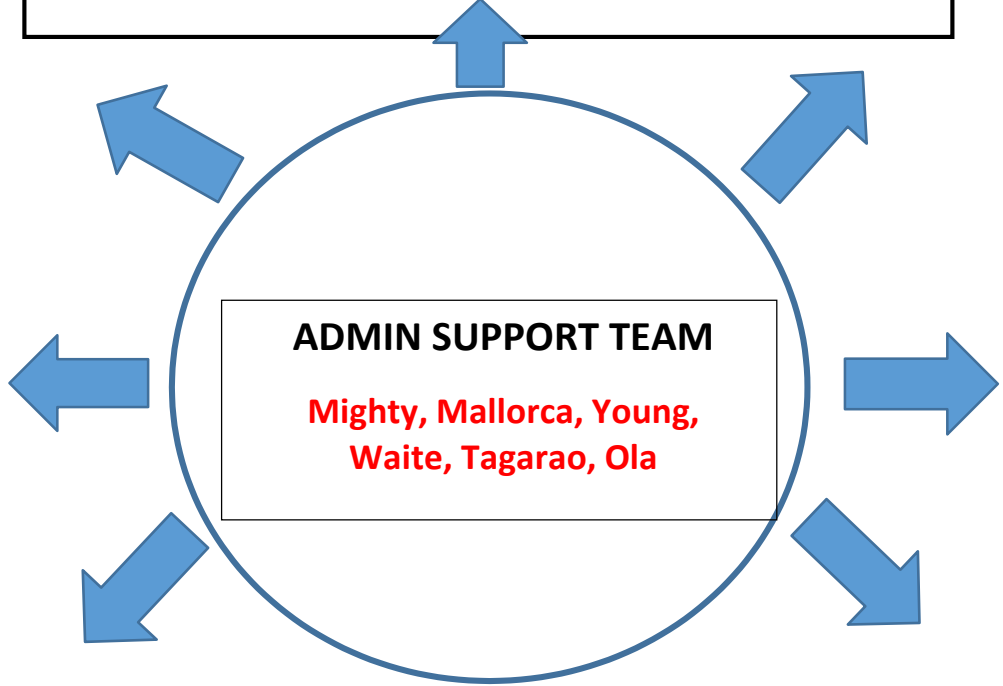
Ola, Peart, Tagarao, Pr. Young, Waite, Lee

ACADEMIC STANDARDS/ STAFF DEVELOPMENT

Goals:

1. Review/monitor K-12 Program for Improvement
2. Determine and agree on the skill sets that students must have in core subjects (ELA, Math, Science, Socials) at the end of each grade.
3. Review Assessment data to determine student achievement milestones. (CAT 5, Grade 3 Assessment, etc.)

Mighty, Landry



HOME & SCHOOL

Goals:

1. Plan 3 events/quarter to support the students.
2. Plan 1 event/quarter to support the families.
3. Plan 1 event/quarter to support the Faculty/ Staff

Forteau, Mallorca, Peart, Ott, Mighty, Lee

STUDENT COUNCIL: Guide/Mentor/Sponsor student leaders towards school spirit/sports activities
Pr. Young

YEARBOOK: Guide/Mentor/Sponsor students towards producing a yearbook. **Mighty**

GRAD PLANNING: Guide/Mentor/Sponsor students towards planning Graduation Event
Ola, Mighty, Mallorca

SOCIAL ACTIVITIES

Goals: **Ott, Peart, Brooks, SYoung, Chavez, Mitchell**

1. Recognition Events. Ex. Birthdays
2. Staff Social Events, Christmas
3. Plan 3 staff Sports/Recreation Events

STUDENT ENRICHMENT

Goals:

1. Source and host academic and non-academic competitions
2. Source/Promote Scholarship Opportunities
3. Plan Awards Evening Program

Jereos, Mutya, Ms . Young, Ms. Mighty,
(Curtis by virtue of STEAM)
Mrs. Young to Help

Centennial Celebration Committee (CCC)

To plan PCAA's 100th Year Anniversary

Tekelehamanot, Mitchell, Mutya, Landry, Pr.Mena

FAITH-DEVELOPMENT ACTIVITIES

<i>Description of Activity/Facilitator</i>	<i>Location</i>	<i>Date/Duration</i>	<i>Participants</i>
Daily Faculty/Staff Worship	PCAA Gym	30+ Hours Sept. 2023 -June 2024	Faculty/Staff
Daily Classroom Worship— Teacher/Student Led	PCAA – Classrooms	100+ Hours/Classroom	Homeroom Teachers & Students
Chapel Events -Chaplain Led -Teacher Led -Student Led -Guest Speaker	PCAA	60+ Hours Sep 2023- June 2024	Chaplain, Teachers, Students, Guest Speakers
2 Annual Weeks in Spiritual Emphasis (WISE)	School Gym	Nov 2023 March 2024	Chaplain, Teachers, Students, Guest Speakers
Church Visitations	PCAA	May 2024	10 Staff/Faculty
Personal Care Home Visitations			
Spread the Cheer @ Christmas Program	Neighbouring Community	December 2023	Staff and Students

COMMUNITY SERVICE PROJECT ACTIVITIES

<i>Description of Activity/Facilitator</i>	<i>Date/ Duration</i>	<i>Participants</i>	<i>Results</i>
Terry Fox Run	Sept/ Oct. 2023	School-Wide	\$225.00 Raised
Winnipeg Harvest “Tin for the Bin”	October 2023	School-Wide	2 bills filled
ADRA Contributions	December 2023	Faculty/Staff	\$136.75
Jump Rope for Heart	March/April 2024	School-Wide	\$250.00
“I Love to Read Month	February 2024	School-Wide	Amount TBD
Adventist Community Services	May 2024	10 Staff/Faculty	10 Staff/Faculty
Salvation Army Food Distribution	180 Henry Avenue	September 2023 May 2024	30 to 40 Staff, Students & Community Members
Adventist Community Service (ACS)	95 Stadacona		Grade 11-12 Students

FAITH IMPROVEMENT GOALS 2023-2024

Goals	Evidence/Results
Increase opportunities for students to be involved in planning of faith-based activities.	Student leadership evident on Student Council, House-led events, Praise Teams for Chapel Events, Audio-visual Team
Increase opportunities for students to receive Bible Studies.	Chaplain's visitation program occurs during the school day.
Ongoing implementation of our " Spiritual Master Plan "	Overall spiritual climate in the school is positive.

CO/EDUCATIONAL ACTIVITIES:

<i>Description of Activity/Facilitator</i>	<i>Date/ Duration</i>	<i>Participants</i>	<i>Results</i>
Debate Club	October to May	12 (Gr. 5-11 Students)	Foster critical thinking, enhance communication skills, and build confidence.
Canadian Scholastic Challenge	February 2024	80 Students (Gr 5-8)	Gr. 6: Grade 8: 1 Provincial Champion: Viktor Werner
Principal's Reading Challenge			Academic growth to personal development. Reading challenges encourage students to explore new genres, build consistent reading habits, and engage with diverse topics.
Bells Ensemble			Students gained a unique blend of musical, cognitive, social, and emotional benefits.
Choir Ensemble			Students gained a unique blend of musical, cognitive, social, and emotional benefits.
STEAM Club			By participating in STEAM (Science, Technology, Engineering, Arts, and Mathematics) Club students engaged in hands-on activities like building models, coding projects, conducting experiments, or creating art.
Graphics			Students gained the ability to express themselves artistically and gained an understanding of Design principles.

FIELD TRIPS:

<i>Description of Activity/Facilitator</i>	<i>Date/Duration</i>	<i>Participants</i>	<i>Results</i>
Camping Trip	Sept. 2023	Grade 9-12	Fostered a sense of community, developing skills, and offering opportunities for personal growth. It strengthens relationships, builds trust, and provides lasting memories that positively impact the school culture as a whole.
Beach Volleyball Center	Dec. 2023	Grade 9-12	Students gained range of physical, mental, and social benefits.
Vertical Adventures	Feb. 2024	Grade 9-12	Students gained range of physical, mental, and social benefits.
Concordia Pool	February 2024	80 Students (Gr 5-8)	Students gained range of physical, mental, and social benefits.
Kids City	June 2024	Grades K-4	Students gained range of physical, mental, and social benefits.
Career Symposium (Red River Exhibition Stadium)	May 2024	Grade 9-12	Helped students make informed decisions about their future career paths, build essential skills, and create professional networks.

**STUDENT ATTENDANCE DATA
2023-2024**

GRADE	AVERAGE ATTENDANCE %
K	92%
1-2	94%
1-2	93%
3-4	94%
3-4	93%
5-6	94.5%
5-6	97%
7-8	96%
9-10	94%
11-12	93%

INFORMATION & COMMUNICATION TECHNOLOGY PROFILE (ICT)

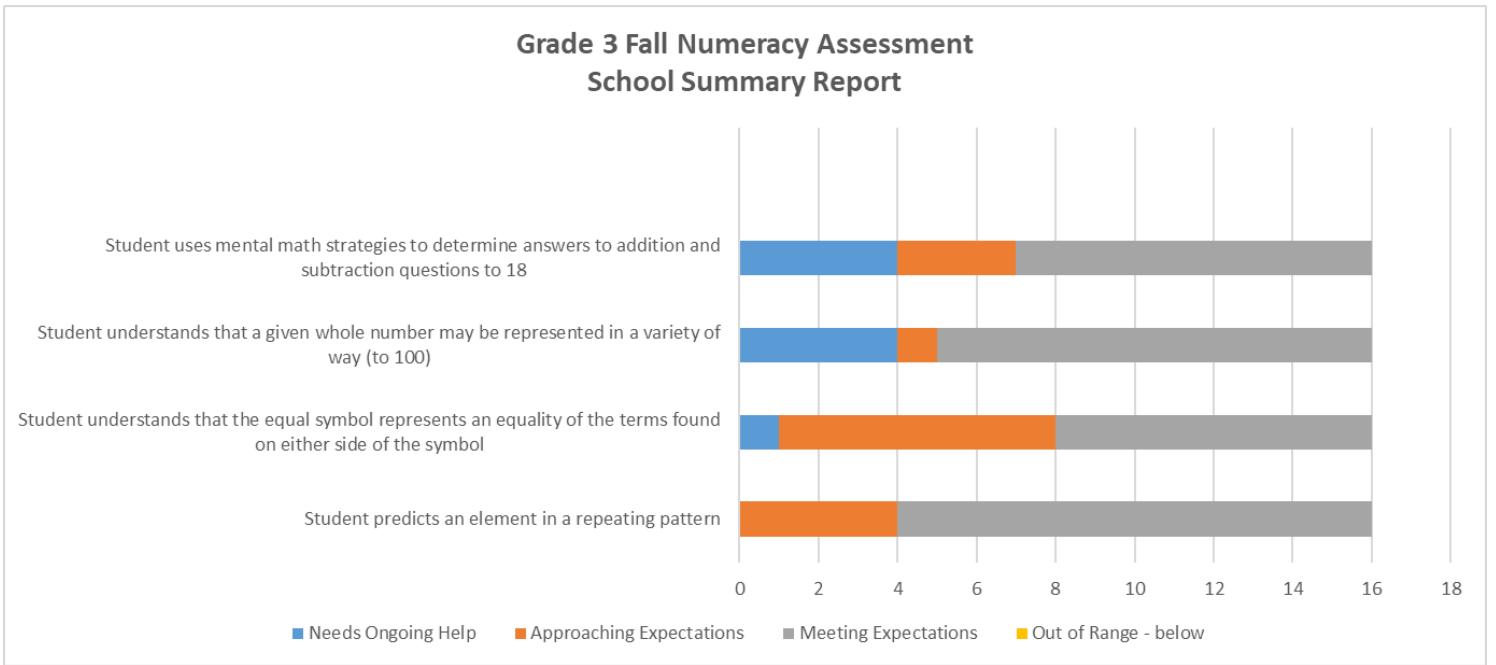
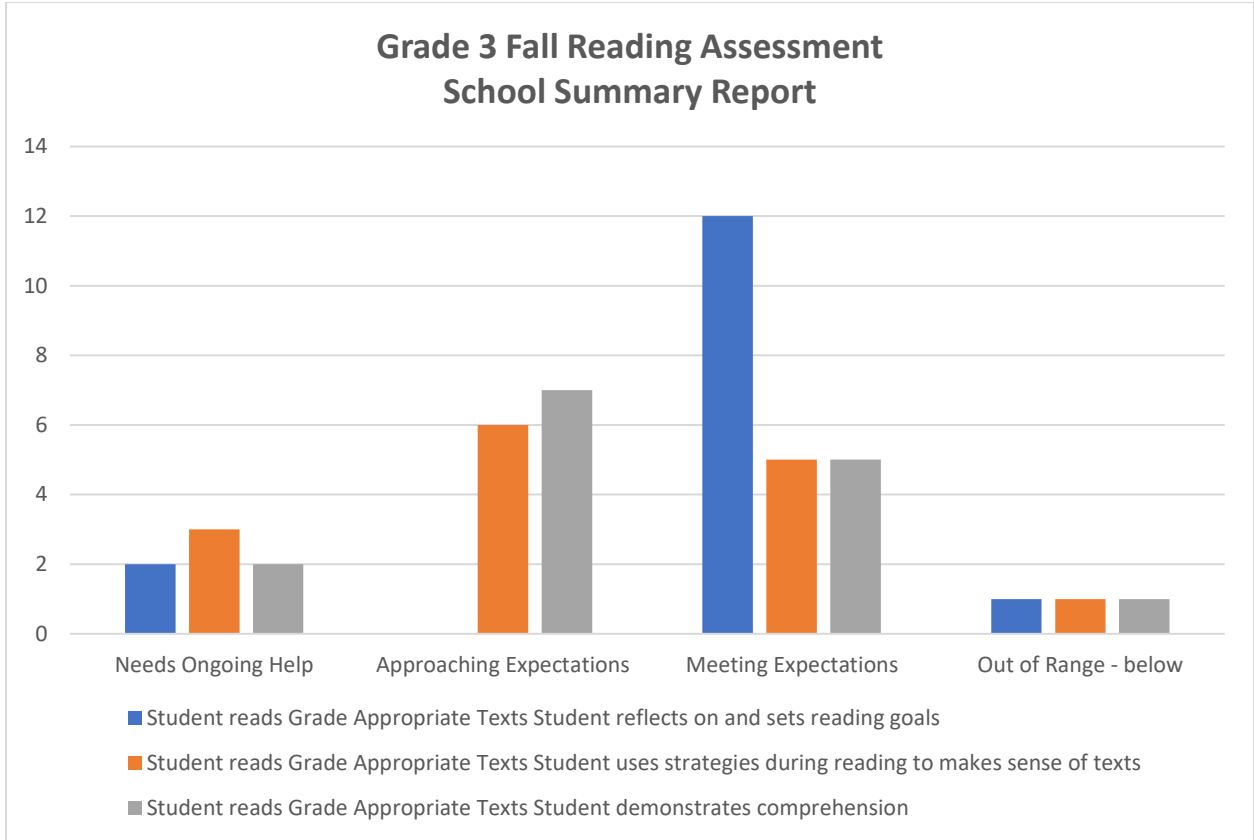
DATE/YEAR	HARDWARE/SOFTWARE	DESCRIPTION-QUALITY
On-going	-Facts Management School Software System -OneCallNow Communication System	School Management Software School Communication Software
2024-2025	Purchased 12 GMKtec Mini PC N100, Preinstalled Windows 11 Pro (3.4GHz), 16GB DDR4 RAM 1TB PCIe M.2 SSD, Desktop Computer 4K Dual HDMI Display/4x USB3.2/WiFi 6/BT5.2/RJ45	New Desktop Units with New Monitors for Homeroom Teachers
2023-2024	(2) XPS Desktops 8960 210-BFYV 13th Gen Intel® Core™ i7-13700 (24 MB cache, 16 cores, 2.10 GHz to 5.10 GHz Turbo) (1) Dell Inspiron 15 Plus (7630) (1) Dell Inspiron 16 Plus 12 Acer Spin 314 14" Touchscreen 2-in-1 Chromebook -Silver (Intel Celeron N4500/128GB eMMC/8GB RAM/Chrome OS)	2 New Work-stations for Mini lab Laptop for Admin. Assistant Laptop for Principal Chromebooks for Classrooms
2022-2023	Advantage Security for Internet 750 Advantage Security for Internet 750 5-year contracted rate Advantage WiFi 750/125 Download/Upload: 750/125Mbps, Usage: Unlimited/ Includes a modem and up to 3 access points/ Business emails: 10/ Static IP included	
2020-2021	Purchased New Server	PowerEdge T350 Server
2019-2020	<input type="checkbox"/> Purchased additional 30 Chromebook Units + 1 Charging Cart <input type="checkbox"/> Purchases Sony Alpha 7III Canon EOS RP camera	Dell 2021 Systems for Student Use State of the Art Camera Equipment Educational Software subscriptions

EDUCATIONAL SOFTWARE (Subscriptions)

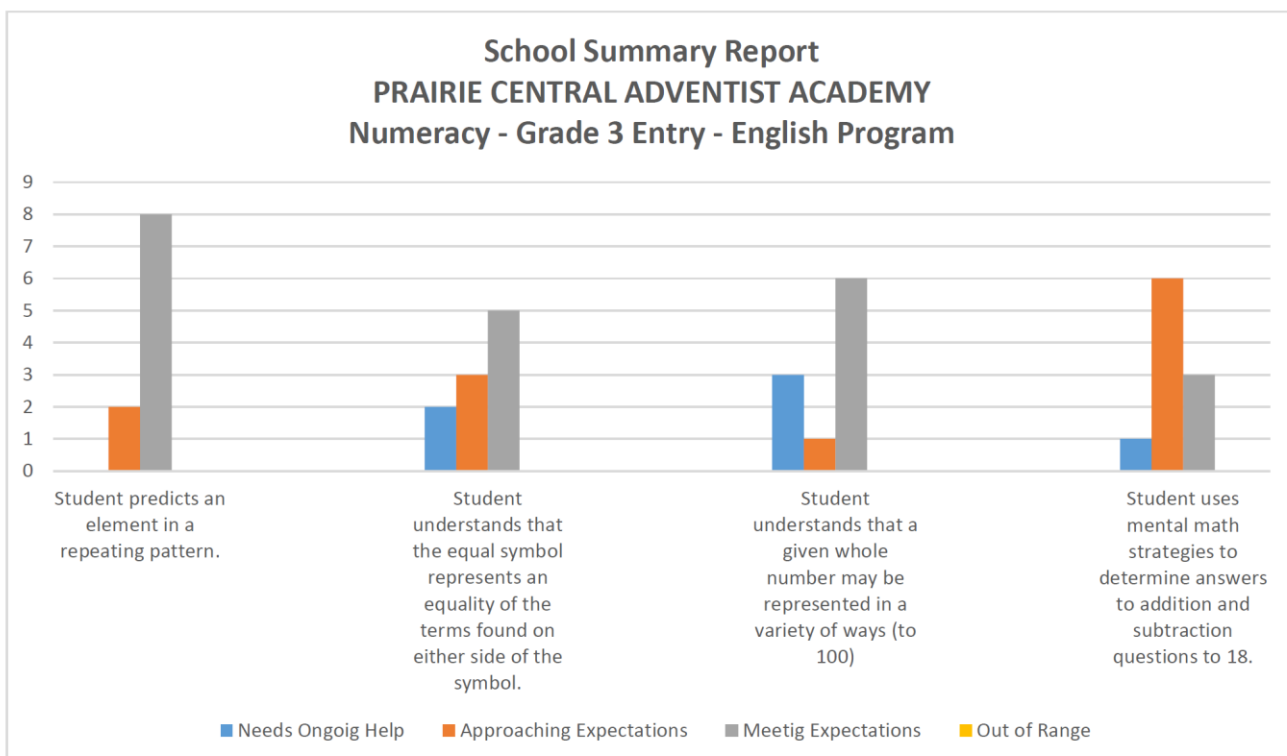
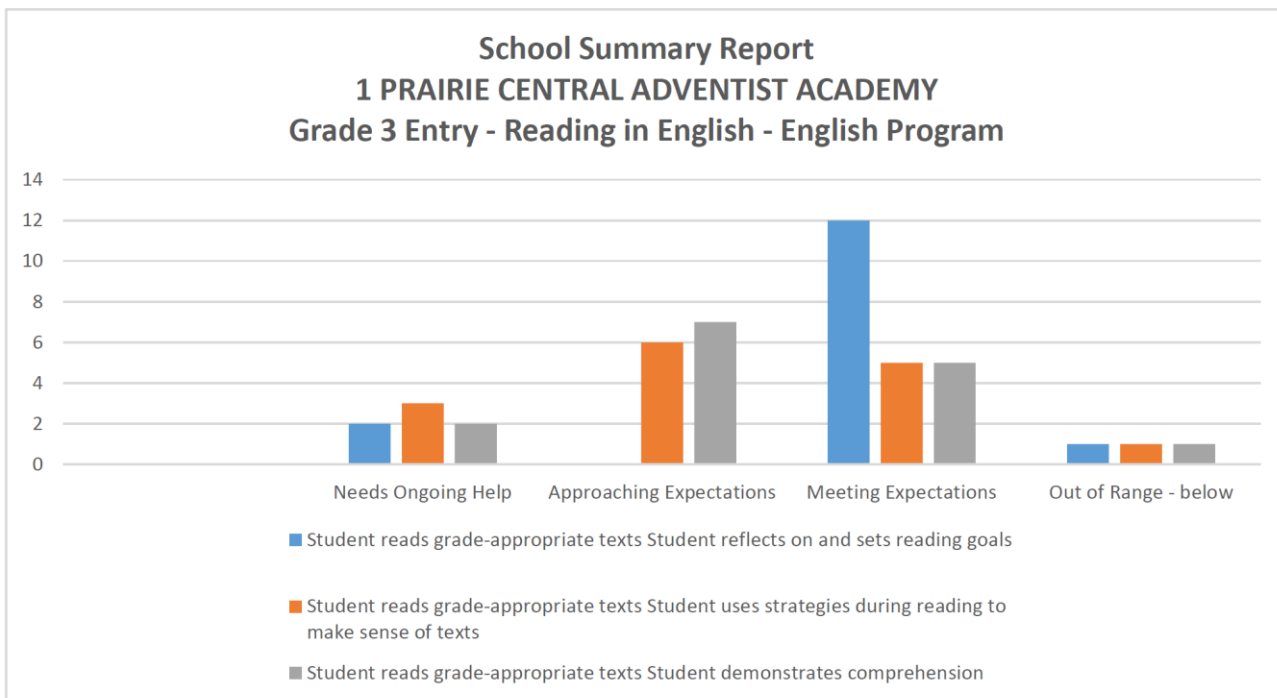
Target	Software	Description/Goals
Grades 3-12	Mathletics	Online mathematics teaching, learning, and reporting platform. The program offers personalized learning, gaming and mastery challenges
Kindergarten to Grade 2	MathSeeds	Online math program that provided interactive and rewarding lessons that teach foundational math and problem-solving skills while nurturing an early love of math.
Kindergarten to Grade 2	Reading Eggs	Online language-based program aimed at helping children to develop comprehension skills by providing interactive and engaging activities that build vocabulary, reading fluency and the ability to infer meaning from text.
Kindergarten to Grade 12	LanguageNut	An online digital language learning resource designed to improve the listening, reading, writing and speaking abilities of elementary and high school students
Kindergarten to Grade 12	Essential Skills	Online remedial based program designed to help students develop basic, read, comprehension and numeracy skills.

STUDENT ASSESSMENT BENCHMARKS

Target	Date/	Description/Goals
Grades 3	Annually in Fall	<p>Classroom-based provincial assessments in numeracy and reading competencies identified by Manitoba Education and Early Childhood Learning.</p> <p>Provided by Manitoba Education, Classroom teachers use the competencies, scoring scales, and indicators of achievement to assess their Grade 3 students.</p>
Middle Years Grade 7 & 8	Annually in Winter	<p>Manitoba students in Grade 7 undergo classroom-based provincial assessments in numeracy competencies and in Grade 8 in competencies in reading and writing.</p> <p>Provided by Manitoba Education, Classroom teachers use the competencies, scoring scales, and indicators of achievement to assess their Grade 3 students.</p>
Grade 12	Grade 12 English 40S Grade 12 Mathematics -Essentials 40S -Pre-Calculus 40S	<p>The Grade 12 provincial tests are administered at the end of each semester.</p> <p>The percentage of the tests attributed to students' final course mark will be 20 per cent.</p>



Manitoba Grade 3 Assessment in Literacy & Numeracy (2022-2023)



MEETING THE NEEDS OF STUDENTS:



PCAA POLICY COMPENDIUM OF OPERATIONAL POLICIES

Policy #	Policy Description	Year Developed/Voted	Last Revision
01-01-00	School Handbook		2024
01-01-02	Child Abuse Protocols	2004	Overdue
01-01-03	Corporal Punishment Policy	2001	2004
01-01-04	Admissions Policy	2002	Overdue
01-01-05	International Students Admission Procedure	2023	2024
01-01-06	Anaphylaxis Policy/Procedures	2004	Overdue
01-01-07	Field Trip/Excursion Policy	2017	
01-01-08	NAD School Trips - Working Policy Statement	2017	-
01-01-09	Policy on Short-term Mission Trips	2017	-
01-01-10	Nutrition Policy	2008	2024
01-01-11	Documentation of Incidence Policy	2015	-
01-01-12	Photography & Video-taping Policy	2017	2023
01-01-13	Process on Request to Access Student Records	2010	Overdue
01-01-14	School Crisis Response Policy	2011	Overdue
01-01-15	School Closure Policy	2015	Overdue
01-01-16	Recess & Inclement Weather Policy	2013	Overdue
01-01-17	Anti-bullying Policy	2015	-
01-01-18	Fundraising & Solicitation Policy	2004	2006/Overdue
01-01-19	Substitute Teacher Procedures	2020	-
01-01-20	School Volunteer Policy/Procedures	2020	-
01-01-21	School Visitors Policy/Procedures	2021	2024
01-01-22	PCAA Cyber Security Policy	2024	-
01-01-23	Use of Technology/Phone Use Policy	2024	-
01-01-24	School Bus Ridership Guidelines	2018	-
01-01-25	International Students Admission Procedure	2021	2024
01-01-26	Respect for Human Diversity Policy	2024	-

Standard #: **1.2 & 1.3: PHILOSOPHY & MISSION**

Objective:

To develop a systematic structure for regularly reviewing the school’s Mission, Vision, and Values Statements ensuring their relevance & meaningfulness to community stakeholders.

ACTION STEP NUMBER	PERSON(S) RESPONSIBLE	ACTION STEPS	DATE/TIMELINE	ESTIMATED RESOURCES
1	S. Board S. Admin	Conduct further problem identification review and definitions	Sept 2027	Time, Human
2	S. Board S. Admin	Data gather to confirm the gap and other underlying gaps	Dec 2027	Time, Human
3	S. Board S. Admin	Conduct needs analysis and feasibility	Dec 2027	Time, Human
4	S. Board S. Admin	Develop a sense of urgency for change and mobilize support	Jan 2028	Time, Human
5	S. Board S. Admin	Develop Terms of Reference (TOR) to guide the PCAA Philosophic Committee	June 2028	Time, Human
6	S. Board S. Admin	Support & Empower the PCAA Philosophic Committee	Ongoing till completion	Time, Human, Budget
7	S. Board S. Admin Philosophic Com	Implement, Monitor & Evaluate change. Repeat the cycle. (This action plan is to be incorporated into PCAA's Strategic Plan) Action Plan to be reviewed quarterly by the School Board	Ongoing	Time, Human, Budget

Standard #:

2.4: CURRICULUM

Objective:

To increase stakeholder / Constituency engagement and awareness.

ACTION STEP NUMBER	PERSON(S) RESPONSIBLE	ACTION STEPS	DATE/TIMELINE	ESTIMATED RESOURCES
1	Man-Sask Ed. Dpt. S. Board S. Admin	Conduct further problem identification/review	Sept 2024	Time, Human
2	Man-Sask Ed. Dpt. S. Board S. Admin	Data gather to confirm the gap and other underlying gaps through a survey of both the school community and constituency	Dec 2024	Time, Human
3	Man-Sask Ed. Dpt. S. Board S. Admin	Determine what goals we want to achieve surrounding constituency engagement and awareness. (Ex. To enhance our engagement practices and or to make it easier for constituents to participate.)	Dec 2024	Time, Human
4	Man-Sask Ed. Dpt. S. Board S. Admin	Develop a sense of urgency for change and mobilize support	Jan 2025	Time, Human
5	Man-Sask Ed. Dpt. S. Board S. Admin	Develop Terms of Reference (TOR) to guide the PCAA Constituency Awareness & Engagement Committee (consisting of diverse stakeholders). (CAEC)	June 2025	Time, Human
6	Man-Sask Ed. Dpt. S. Board S. Admin & CAEC	Identify communication strategies and tactics for increasing awareness and engagement while leveraging Alumni, school webpage, and social media platforms.	October 26	Time, Human, Budget
7	Man-Sask Ed. Dpt. S. Board S. Admin	Support & Empower the PCAA Constituency Awareness & Engagement Committee.	Ongoing till completion	Time, Human, Budget
8	Man-Sask Ed. Dpt. S. Board S. Admin & CAEC	Implement communication strategies & tactics, Monitor & Evaluate change. Repeat the cycle. (This action plan is to be incorporated into PCAA's Strategic Plan) Action Plan to be reviewed quarterly by the School Board	Ongoing	Time, Human, Budget

Standard #: 4.3 ASSESSMENT

Objective:

To establish systematic processes to enable school staff and other support personnel to report and share student academic, behavioral, and attendance data for improved outcomes for students.

ACTION STEP NUMBER	PERSON(S) RESPONSIBLE	ACTION STEPS	DATE/TIMELINE	ESTIMATED RESOURCES
1	S. Admin Faculty	Conduct further problem identification/review	Immediate & Ongoing	Time, Human
2	S. Admin Faculty	Gather data to confirm the gap and other underlying gaps through discussions amongst administration and faculty/staff.	Immediate & Ongoing	Time, Human
3	S. Admin Faculty	Assess current weaknesses in the communication channels through observation and dialogue with faculty/staff.	Immediate & Ongoing	Time, Human
4	S. Admin Faculty	Make time during faculty meetings to discuss current challenges encountered in sharing data both internally and externally while considering student privacy and cultural sensitivities.	Immediate & Ongoing	Time, Human
5	S. Admin	Determine how the school's management Software (Facts Management) can be better utilized for sharing data internally and externally.	Immediate & Ongoing	Time, Human, Budget
6	S. Admin Faculty	Determine how student cumulative (CUM Folders) data can become more accessible to faculty and school clinicians.	Immediate & Ongoing	Time, Human
7	S. Admin Faculty	Implement, monitor, and assess the procedures. Repeat the cycle to sustain change. (This action plan is to be incorporated into PCAA's Strategic Plan) Action Plan to be reviewed quarterly by the School Board	Dec 2024	Time, Human

Standard #: **4.4: ASSESSMENT**

Objective:

To create opportunities for PCAA Faculty to collaborate to improve student engagement and reflection in the classroom.

ACTION STEP NUMBER	PERSON(S) RESPONSIBLE	ACTION STEPS	DATE/TIMELINE	ESTIMATED RESOURCES
1	S. Admin Faculty	Conduct further problem identification review	Sept 2024	Time, Human
2	S. Admin Faculty	Gather data to confirm the gap and other underlying gaps through discussions amongst faculty/staff, parents, and students.	Dec 2024	Time, Human
3	S. Admin Faculty	Gather data to determine why students lack engagement and fail to reflect on their learning.	Feb 2025	Time, Human
4	S. Admin Faculty	Faculty to reflect on beliefs about student engagement and reflection while considering current instructional approaches that are inhibiting student engagement and reflection.	April 2025	Time, Human
5	S. Admin Faculty	Faculty to collaborate as a part of a professional learning community (PLC) to learn best practice strategies for increasing student engagement and student reflection. <i>Consider utilizing Experience Inquiry: 5 Powerful Strategies, 50 Practical Experiences by Kimberly Mitchell.</i>	Sep 2025	Time, Human, Budget
6	S. Admin Faculty	Faculty to implement the strategies, document progress, and share as part of the (PLC)	Oct 2025	Time, Human
7	S. Admin Faculty	Implement teaching strategies, and monitor & evaluate change. Repeat the cycle to sustain the change. (This action plan is to be incorporated into PCAA's Strategic Plan) Action Plan to be reviewed quarterly by the School Board	Ongoing	Time, Human

Standard #: **4.5: ASSESSMENT**

Objective:

To increase teacher efficacy in standardized assessments.

ACTION STEP NUMBER	PERSON(S) RESPONSIBLE	ACTION STEPS	DATE/TIMELINE	ESTIMATED RESOURCES
1	Man-Sask Ed. Dpt. S. Admin Faculty	CAT5 training when it comes out and how to read the results of the tests.	When CAT5 is available – 2025/2026	Training to be done VIA ZOOM or at a training session in person.
2	Man-Sask Ed. Dpt. S. Admin Faculty	CAT5 when it is available	Spring of each school year	CAT5 testing materials or if online then computers to do the testing
3	Man-Sask Ed. Dpt. S. Admin Faculty	Fountas & Pinnell Testing for Reading levels training of how to administer and interpret the results.	The week before school begins.	Fountas & Pinnell Testing Training person
4	Provincial Education Government S. Admin Faculty	Fountas & Pinnell Testing for Reading Levels	End of: October, January, & April of every school year	Fountas & Pinnell Testing Kit for Kindergarten to Grade 12
5	Man-Sask Ed. Dpt. S. Admin Faculty	Manitoba Government Required Assessment Testing in Subject Areas	Each school year	Time & Human
6	Man-Sask Ed. Dpt. S. Admin Faculty	Implement the steps. Monitor, assess and celebrate change. Repeat the procedures to sustain the change. (This action plan is to be incorporated into PCAA's Strategic Plan) Action Plan to be reviewed quarterly by the School Board	Ongoing	Time, Human, Budget

Standard #: 2.3: CURRICULUM; 3.1: INSTRUCTION; 3.2: INSTRUCTION; 4.1 ASSESSMENT; 4.5 ASSESSMENT;

4.9 ASSESSMENT; 4.10 ASSESSMENT.

Objective:

To increase teacher efficacy in using curriculum and assessment data matched to the curriculum to organize, review, and revise learning experiences for students.

ACTION STEP NUMBER	PERSON(S) RESPONSIBLE	ACTION STEPS	DATE/TIMELINE	ESTIMATED RESOURCES
1	Man-Sask Ed. Dpt. S. Admin Faculty	Conduct further problem identification review	Immediate and Ongoing	Time, Human
2	Man-Sask Ed. Dpt. S. Admin Faculty	Orientation and mentorship for new teachers regarding curriculum in the subject areas they will be teaching	Immediate and Ongoing	Time, Human, Budget
3	Man-Sask Ed. Dpt. S. Admin Faculty	Professional Development and Workshop opportunities to increase teacher familiarity and understanding of the curriculum they are to teach whether Bible or other subjects	Immediate and Ongoing	Time, Human, Budget
4	Man-Sask Ed. Dpt. S. Admin Faculty	Professional Development and Workshop opportunities to increase teacher familiarity and understanding of authentic assessment, how to analyze their assessments to ensure they reflect both the big ideas and details in the subject area curriculum and how to use that data to guide change in learning experiences for students	Immediate and Ongoing	Time, Human, Budget
5	Man-Sask Ed. Dpt. S. Admin Faculty	Ask SDACC to arrange for professional development credit for teachers pursuing thorough study of curriculum outcomes including big ideas, essential learnings, and integrating concepts to guide teaching and assessment.	Immediate and Ongoing	Time, Human, Budget
6	Man-Sask Ed. Dpt. S. Admin Faculty	Correlation of the SDA Curriculum and Manitoba Curriculum by each teacher in their yearly plans and weekly plans to ensure that students have a complete and fulfilling education program.	Immediate and Ongoing	Time, Human, Budget
7	Man-Sask Ed. Dpt. School Board S. Admin Faculty	Implement the steps. Monitor, assess and celebrate the impact of the change. Repeat the cycle to sustain the change. (This action plan is to be incorporated into PCAA's Strategic Plan) Action Plan to be reviewed quarterly by the School Board	July and August yearly Checked at the end of September yearly; Weekly plans when Supt. & Principal visit the teacher's classroom.	Time, Human, Budget

Standard #: 3.4: INSTRUCTION; 4.2 ASSESSMENT; 4.3 ASSESMENT

Objective:

To create increased opportunities for PCAA Faculty to collaborate to improve student learning.

ACTION STEP NUMBER	PERSON(S) RESPONSIBLE	ACTION STEPS	DATE/TIMELINE	ESTIMATED RESOURCES
1	S. Admin Faculty Home & School Student Council	Conduct further problem identification review	Immediate and Ongoing	Time, Human
2	S. Admin Faculty Home & School Student Council	Gather data to confirm the gap and other underlying gaps through discussions amongst faculty/staff.	Immediate and Ongoing	Time, Human
3	S. Admin Faculty Home & School Student Council	Build shared collaborative time into the daily timetable for classroom teachers and education assistants working with their students	Immediate and Ongoing	Time, Human
4	S. Admin Faculty Home & School Student Council	Increase consultation time available for teachers teaching similar subjects, grade groups, etc.	Immediate and Ongoing	Time, Human, Budget
5	S. Admin Faculty Home & School Student Council	Maintain continuous dialogue with faculty/staff to research and implement alternative opportunities to collaborate to improve student learning.	Immediate and Ongoing	Time, Human, Budget
6	School Board S. Admin Faculty Home & School Student Council	Monitor, assess and celebrate the impacts. Repeat the cycle to sustain the change. (This action plan is to be incorporated into PCAA's Strategic Plan) Action Plan to be reviewed quarterly by the School Board	Immediate and Ongoing	Time, Human, Budget

SCHOOL WIDE IMPROVEMENT ACTION PLAN #: 8**Standard #:** 5.3: SUSTAINABLE LEADERSHIP**Objective:**

To incorporate the aspect of physical disabilities into PCAA's communication flow to ensure parents receive information about the provisions of the Individuals with Disabilities Education Act / Canadian Human Rights legislation for children with disabilities enrolled in private schools.

ACTION STEP NUMBER	PERSON(S) RESPONSIBLE	ACTION STEPS	DATE/TIMELINE	ESTIMATED RESOURCES
1	School Board Admin Faculty	Review current documentation that exists to substantiate the gap.	Immediately	Time & Human
2	School Board Admin Faculty	Prioritize Individuals with Disabilities Education Act / Canadian Human Rights legislation for children with disabilities enrolled in private schools.	Dec 2024	Time & Human
3	School Board Admin Faculty	Develop school policy related to the Individuals with Disabilities Education Act / Canadian Human Rights Legislation.	April 2025	Time & Human
4	School Board Admin	Develop & Implement communication strategies to relay policy through to the School Handbook, website, and school information circulars.	June 2025	Time, Human & Budget
5	School Board Admin	Prioritize by incorporating policy into the school board policy review process.	Sept 2025	Time & Human
6	School Board Admin	Prioritize & Implement Policy by training school staff, school administration, and school board.	Oct 2025	Time, Human & Budget
7	School Board Admin	Monitor, assess & celebrate the impacts. Repeat the change cycle. (This action plan is to be incorporated into PCAA's Strategic Plan) Action Plan to be reviewed quarterly by the School Board	Ongoing	Time, Human & Budget

Standard #: **5.8: SUSTAINABLE LEADERSHIP**

Objective:

To create and maintain documentation on workplace training related to Provincial & Denominational employment practices, non-violent crisis intervention (NVCI), workplace safety, and ergonomics.

ACTION STEP NUMBER	PERSON(S) RESPONSIBLE	ACTION STEPS	DATE/TIMELINE	ESTIMATED RESOURCES
1	School Board Admin	Review current documentation that exists to substantiate the gap.	Immediately	Time & Human
2	School Board Admin	Prioritize Provincial & Denominational employment; (NVCI) workplace safety and ergonomics practices as professional development areas for school board & school administration.	Immediately	Time & Human
3	School Board Admin	Prioritize (NVCI) workplace safety and ergonomics practices as professional development areas for all faculty/staff.	Immediately	Time & Human
4	School Board Admin	Implement professional development initiatives for faculty/staff, school board, and school administration.	January, 2026	Time, Human & Budget
5	School Board Admin	Document as priorities are undertaken.	Ongoing	Time & Human
6	School Board Admin	Develop & Implement Board Policy to ensure continuity through cycles of training.	September 2026	Time & Human
7	School Board Admin	Monitor, assess & celebrate the impacts. (This action plan is to be incorporated into PCAA's Strategic Plan) Action Plan to be reviewed quarterly by the School Board	Ongoing	Time, Human & Budget

Standard #: 5: SUSTAINABLE LEADERSHIP

Objective:

The Manitoba Saskatchewan Conference Office of Education implements a formal plan for evaluating teachers, principals, and local hires (as per E312) Status of Summary Procedures while supporting the growth of the faculty and staff through a program of professional development and the use of personnel growth plans.

ACTION STEP NUMBER	PERSON(S) RESPONSIBLE	ACTION STEPS	DATE/TIMELINE	ESTIMATED RESOURCES
1	Man-Sask Ed. Dpt. School Board	Visitation of the school teachers, principal, and local hires (EA and special instructors)	Three Times a school year	Time & Human Evaluation Form
2	Man-Sask Ed. Dpt. School Board	Meet with the teachers, Principal, and Local hires after each visit to talk with them and present a written form	Yearly	Time & Human
3	Man-Sask Ed. Dpt. School Board	Sending out links to Professional Development seminars/webinars, professional growth books, and other teaching materials to help individual teachers where there are areas for improvement	Each visit	Time & Human to find the necessary materials for the areas of need
4	Man-Sask Ed. Dpt. School Board	Provide each teacher with a professional growth plan form for three years	Individual teacher plans - their timeline yearly update	Time & Form to be developed and distributed
5	Man-Sask Ed. Dpt. School Board	Enable Teachers to attend NAD & SDA Teachers conventions	When these happen	Funds put away yearly for these events to be prepared when they occur
6	Man-Sask Ed. Dpt.	Ensure that teachers are SDA Credentialed & provide them with classes that they may through SDA colleges & universities to help meet the criteria required for the renewal of their SDA credentials.	Yearly	SDACC Education & Man-Sask Education Offices
7	Man-Sask Ed. Dpt. School Board	Monitor, assess and celebrate the impacts of the steps. (This action plan is to be incorporated into PCAA's Strategic Plan) Action Plan to be reviewed quarterly by the School Board	Ongoing	Time, Human & Budget

Standard #: **8: SCHOOL ENVIRONMENT**

Objective:

To address the limitation of space (classroom, storage, grounds) per student in all grades per union and provincial code.

ACTION STEP NUMBER	PERSON(S) RESPONSIBLE	ACTION STEPS	DATE/TIMELINE	ESTIMATED RESOURCES
1	Conference School Board Admin	Continue to prioritize PCAA as the only SDA Senior Academy between Ontario and Alberta.	Immediately	Human, Time
2	Conference School Board Admin	Evaluate the role of the Development & Fundraising Coordinator in consideration of separating the role to hire a fundraising professional.	Immediately	Human, Time
3	School Board Admin	Continue to prioritize support for the Development & Fundraising Coordinator and associated activities until step 2 is finalized.	Immediately	Human, Time
4	School Board Admin	Build support for both the Fundraising & Development Coordinators role by updating the Development & Fundraising Terms of Reference (TOR) documents.	Immediately	Human, Time
5	School Board Admin MAP	Continue to liaise with real estate professionals for ongoing land and or facilities search through the applicable (TOR)	Immediately	Human, Time
6	School Board Admin MAP	Continue to liaise with the construction engineer to expand the current facility to address the space challenges through the applicable (TOR).	Immediately	Budget, Human, Time
7	School Board Admin MAP	Engage the services of a space planning consultant to plan for the efficient use of the existing facility and to plan for effective layout and use of space in a future facility through the applicable (TOR).	Immediately	Budget, Human, Time
8	School Board Admin MAP	Monitor, assess & celebrate the impacts. (This action plan is to be incorporated into PCAA's Strategic Plan) Action Plan to be reviewed quarterly by the School Board	Immediately	Budget, Human, Time

Standard #: 5.8: PHILOSOPHY & MISSION; CURRICULUM; SCHOOL ENVIRONMENT

Objective:

To ensure the goals for curriculum at PCAA contribute to the wholistic development of our learners, strengthens our school’s culture, raises the quality of instruction, and improves academic outcomes for all our students.

ACTION STEP NUMBER	PERSON(S) RESPONSIBLE	ACTION STEPS	DATE/TIMELINE	ESTIMATED RESOURCES
1	School Board Admin Faculty/Staff	Seek to understand the goals for curriculum in our school, as well as seek to understand the SDA philosophy of wholistic education.	Immediately	Time & Human
2	School Board Admin	Frequently review the goals for curriculum with School Board, Faculty/staff, parents and students while emphasizing the value of wholistic education.	Immediately	Time & Human
3	School Board Admin	Hold conversations with various stakeholders groups to determine our effectiveness in achieving the SDA goals for curriculum at PCAA.	Immediately	Time & Human
4	School Board Admin	Assess our current effectiveness in meeting the wholistic needs of our learners through observation, dialogue, student, parent and teacher feedback (school climate surveys).	Immediately	Time & Human
5	School Board Admin	Solicit student, parent and teacher suggestions for improvement in school culture, instruction, and academic outcomes.	January, 2026	Time & Human
6	School Board Admin	Document, review, prioritize and implement those suggestions that advance the spiritual, cognitive, socio-emotional and physical dimensions of our community of learners.	Ongoing	Time & Human
7	School Board Admin	Monitor, assess, celebrate the impacts and repeat the steps to sustain change. (This action plan is to be incorporated into PCAA's Strategic Plan) Action Plan to be reviewed quarterly by the School Board	Ongoing	Time, Human & Budget

SCHOOL WIDE IMPROVEMENT ACTION PLAN #: 13Standard #: 9: SCHOOL IMPROVEMENT

Objective:

To address the recommendations that were reported as incomplete as per the action plans of the previous accreditation report.

Standard: #4: Assessment

Objective: To expand the use of the School Management Software (FACT MGT) to enable all Staff to enhance their use of the programs functionalities. Ex Input and storage assessment Data.

Objective: To provide students at all grade levels with direct instruction in both reading strategies and in self-assessing their use of the strategies to enable effective gains in their reading levels.

Standard: #5: Sustainable Leadership

Objective: To update PCAA financial policies, processes and procedures and responsibilities for specific duties.

Objective: To give study to the current distribution/allocation of staff and consider maximizing/structuring such allocations to ensure: a) That the teaching load of the Principal is reduced proportionately to the administrative responsibilities assigned as well as commensurate with the size of the student population. b) An ongoing plan of Faculty/Staff growth through evaluation feedback and professional Growth Plans c) Continuity of the Physical Education Program in the event the current teacher resigns/retires d) Continuity of the Resource Education Program in the event the current teacher resigns/retires e) Continuity of the School Chaplain and or its associated role in event Conference funding is no longer available to further support the position

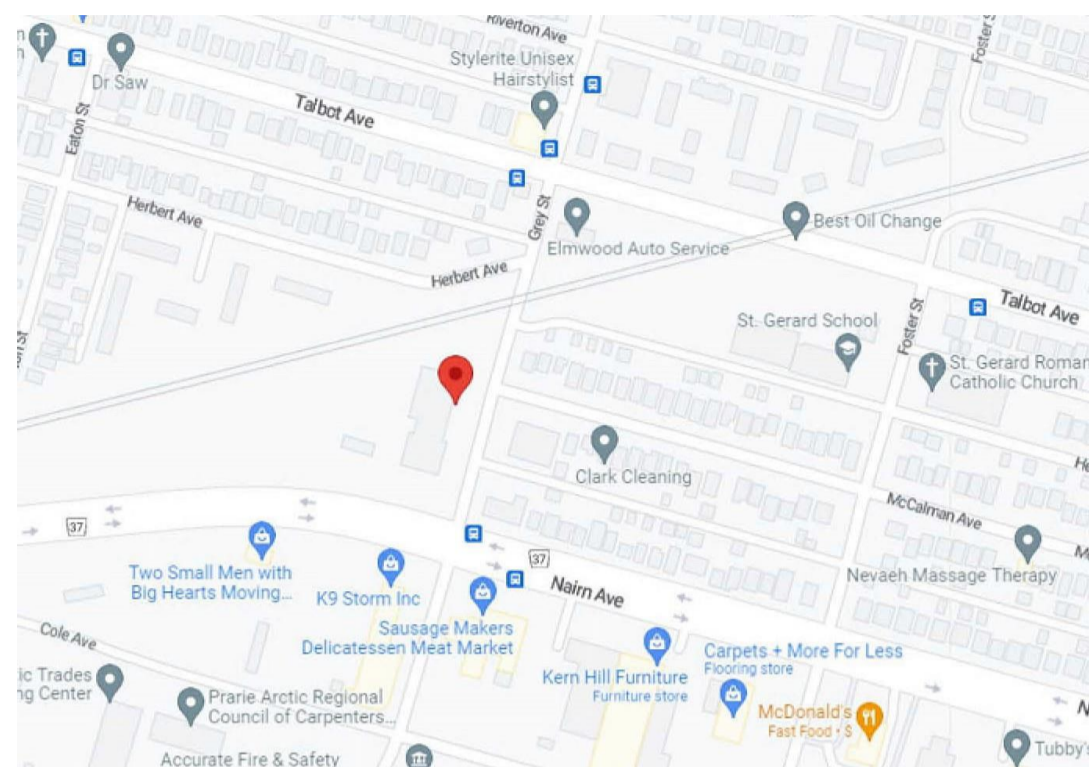
Standard: # 8- Standard for Communication and Collaboration

Objective: To provide students at all grade levels with direct instruction in both reading strategies and in self-

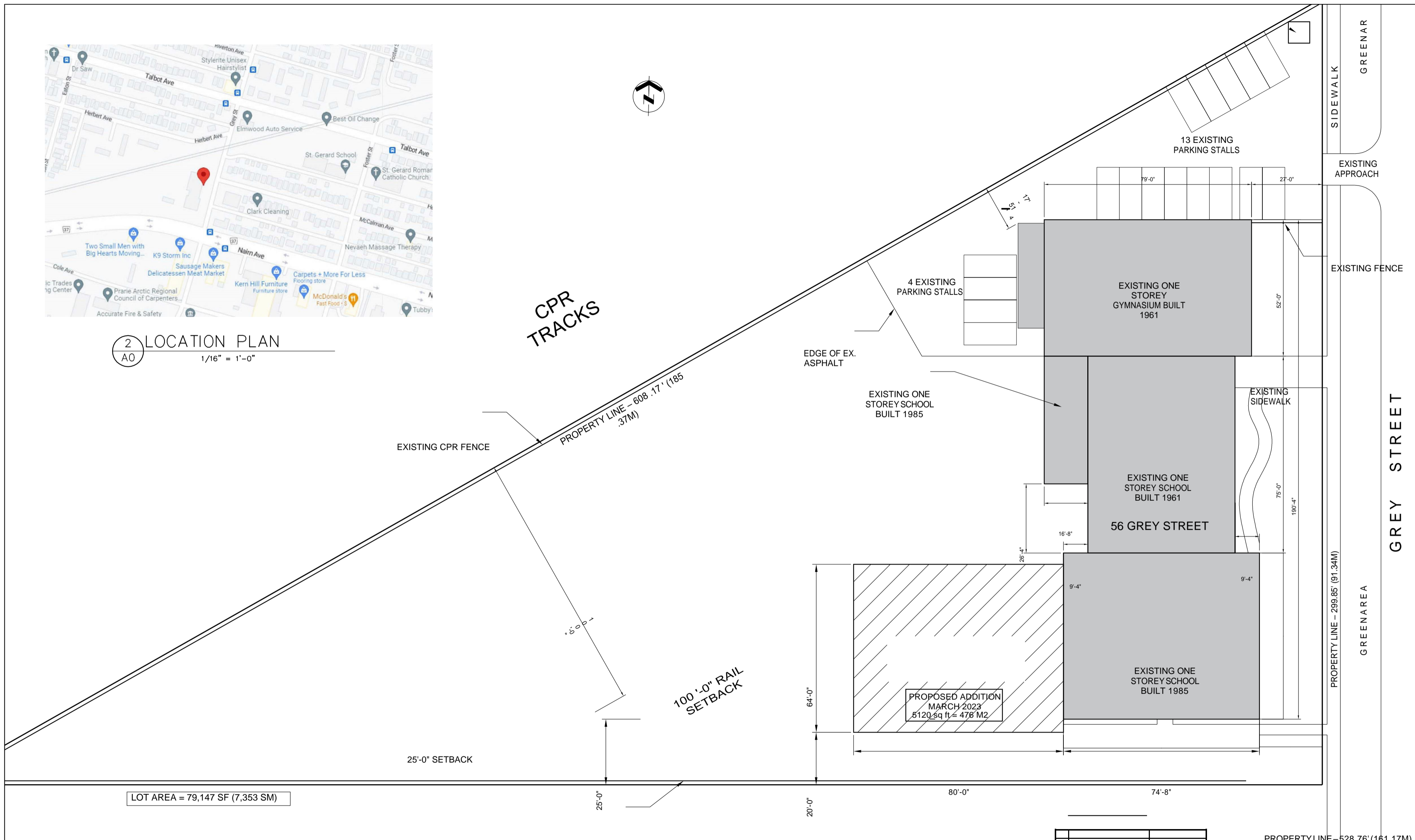
assessing their use of the strategies to enable effective gains in their reading levels. To develop and implement a Community Engagement Strategy targeted at Constituency Churches. 45

Objective: Increase School Visibility (Staff & Students, Program) within the surrounding community as well as in the Programs of the Constituency Churches as a means of increasing engagement.

ACTION STEP NUMBER	PERSON(S) RESPONSIBLE	ACTION STEPS	DATE/TIMELINE	ESTIMATED RESOURCES
1	Conference School Board Admin	Revisit the Action Plans associated with each of the incomplete recommendations from the 2017 school accreditation.	Immediately	Time & Human
2	Conference School Board Admin	Prioritize each action plan	May 2024	Time & Human
3	School Board Admin	Revised timelines and estimated resources	June 2024	Time & Human
4	School Board Admin	Implement as per the action steps of each action plan, monitor, and assess the impacts.	Ongoing	Time, Human & Budget



2 LOCATION PLAN
A0 1/16" = 1'-0"



LOT AREA = 79,147 SF (7,353 SM)

1 SITE PLAN
A1 1/16" = 1'-0"

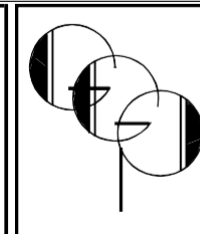
Client: Professional
 Date: 04/04/23
 Designer: M. J. O'Connell
 Checker: M. J. O'Connell
 School: 2023/2024
 Drawing: 2023/09/23
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SEAL

NOTE:
1. A

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PROPERTY LINE AS SHOWN



CELLULAR (204) 955-9306

NO	DESCRIPTION	DATE
B	FOR REVIEW	APRIL 04/23
A	PRELIMINARY	MARCH 09/23
REV'SIONS		

PROPERTY LINE - 528.76' (161.17M)

Prairie Central
Adventist[®] Academy

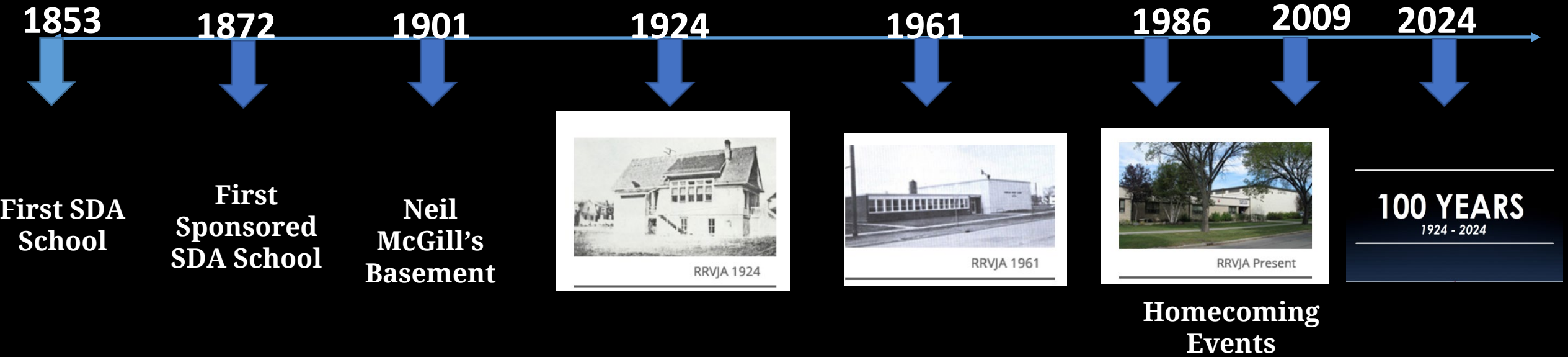


Honouring Our Past
Celebrating Our Present
Embracing Our Future

WINNIPEG JUNIOR ACADEMY. Winnipeg, Manitoba, Canada.
1924 - Opened.



PCAA's TIME-TIMELINE



Centennial Celebration Committee



Alumna



Alumna



Alumnus



Alumna



Alumna



Alumna





Manitoba Federation of
Independent Schools
CHOICE • DIVERSITY • EXCELLENCE



MFIS DINNER EVENT – FEBRUARY 29TH 2024



2024-2025



September 2024



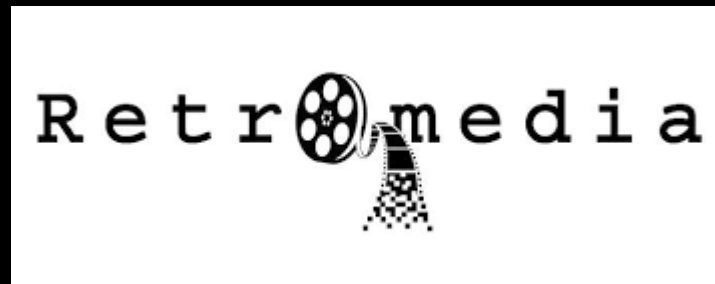
October 2024



November 2024



December 2024



January 2025

“5 for the Roof Challenge”



February 2025

2024-2025

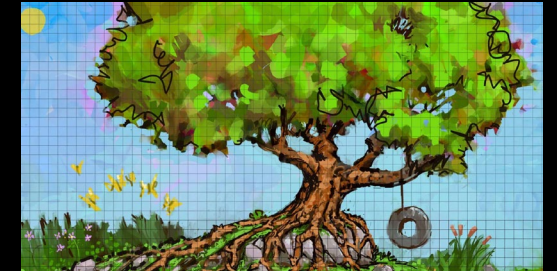


March 2025



April 26, 2025

“Tree Planting & Mural Project”



May, 2025



(Homecoming Planning Committee Members)

Earl Kraushar, Patricia Pascal [1978]; Michael Bishop (1980), Margaret Meikle [1981], Dave Hutchinson (1990), Marlene George (1993), Maria Anderson (Secretary) (1994), Sharon Delgado (2003), Marcus Keenan (Chair) (2007), Sheena Abella (2009), Rhyz Abella (2013) Tiandra Mighty (2015),

Ex. Officio's: Cormac Foster (2010) and Ian Mighty (2002-)



Prairie Central Adventist Academy

June 30, 2024

Jeff Eckstein, CPA, CA

T: 204.336.6222

E: jeff.eckstein@mnp.ca



Wherever business takes you

[MNP.ca](https://www.mnp.ca)

Invoice



Invoice Number : 11984098

Client Number : 0431213

Invoice Date : Oct 30 2024

Invoice Terms : Due Upon Receipt

Prairie Central Adventist Academy
56 Grey Street
Winnipeg, MB R2L 1V3

For Professional Services Rendered :

Final billing for the preparation of financial statements for the year ending June 30, 2024	4,375.00
Administrative Expenses :	218.75
Goods & Services Tax :	229.69
Provincial Sales Tax :	306.25
Total (CAD) :	5,129.69

GST Registration Number : 121882955 RT 0001

Invoices are due and payable upon receipt. A service charge of 1.5% per month (19.56% per annum) will be added to any invoice not paid within 30 days of billing.

Continued on page ...2

Thank you for your business. We sincerely appreciate your trust in us.

ACCOUNTING › CONSULTING › TAX
TRUE NORTH SQUARE - 242 HARGRAVE STREET, SUITE 1200;
WINNIPEG MB; R3C 0T8
P: (204) 775-4531 F: (204) 783-8329 www.MNP.ca

Invoice



Invoice Number : 11984098

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Invoice Date : Oct 30 2024

Invoice Terms : Due Upon Receipt

Prairie Central Adventist Academy
56 Grey Street
Winnipeg, MB R2L 1V3

...Continued from page 1

Payment Options:

We strongly encourage all clients to remit payments through online bill payment or EFT, which helps ensure remittances are received and processed in a timely manner. Payment options are as follows:

Online (at most Canadian financial institutions): Please select MNP LLP as payee and reference client number: 0431213

Electronic Wire or EFT: BMO, 595-8 Avenue SW, Calgary, AB T2P 1G1

Account Name: MNP LLP

Transit No: 001-00109 Account: 1283273 Swift Code: BOFMCAM2

Email payment details, including invoice number 11984098 and amount paid to: payments@mntp.ca

By Cheque: Please make cheques payable to MNP LLP and reference invoice number 11984098. Remit to True North Square - 242 Hargrave Street, Suite 1200; Winnipeg MB; R3C 0T8

In Person: Payments can be made in person at your local MNP office

Thank you for your business. We sincerely appreciate your trust in us.

ACCOUNTING › CONSULTING › TAX
TRUE NORTH SQUARE - 242 HARGRAVE STREET, SUITE 1200;
WINNIPEG MB; R3C 0T8
P: (204) 775-4531 F: (204) 783-8329 www.MNP.ca

October 30, 2024

Prairie Central Adventist Academy
56 Grey Street
Winnipeg, MB R2L 1V3

PRIVATE AND CONFIDENTIAL

Dear Mr. Ian Mighty:

RE: FISCAL YEAR-END JUNE 30, 2024

We have completed our audit of the financial statements of Prairie Central Adventist Academy (the "Organization") for the year ended June 30, 2024 and enclose the following:

FINANCIAL STATEMENTS

An electronic copy of the June 30, 2024 audited financial statements.

OTHER ENCLOSURES

1. An electronic copy of the December 31, 2023 Auditor's Report on Compliance with Public Sector Compensation Disclosure Act.
2. An electronic copy of our Audit Findings report and Independence Letter.
3. An electronic copy of the year-end journal entries and the closing trial balance for your records. Please ensure that these journal entries are posted to your general ledger, the general ledger is properly closed and your retained earnings balance agrees to the enclosed financial statements.
4. Our invoice for services rendered.



All records and documents should be retained in safekeeping for a minimum of seven years in the event that the Canada Revenue Agency demands them for audit purposes. This seven-year period is by Statute and, even after this time, the Canada Revenue Agency's permission to destroy records should be obtained.

We thank you for appointing our Firm as your auditors. Please contact us at any time if you have questions on accounting, finance, tax or other general business concerns. We would also be pleased to discuss our suite of services with your friends and business associates. We appreciate your business and any referrals you may make to our Firm.

If you have any questions or comments, or if we can be of additional assistance, please feel free to contact me at 204.336.6222.

Sincerely,



Jeff Eckstein, CPA, CA
Assurance Services

Encls.

**Manitoba
Education,
Training
and Youth**



Schools' Finance Branch
511-1181 Portage Avenue
Winnipeg, Manitoba
R3G 0T3

Prairie Central Adventist Academy

56 Grey Street

WINNIPEG, MANITOBA R2L 1V3

**AUDITED FINANCIAL STATEMENTS
AND SUPPLEMENTARY INFORMATION**

June 30, 2024



Management's Responsibility

To the Members of
Prairie Central Adventist Academy

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with accounting principles for Independent Schools in Manitoba and ensuring that all information in the annual report is consistent with the statements. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors and Finance Committee are composed primarily of Directors who are neither management nor employees of the Academy. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Board fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management. The Committee is also responsible for recommending the appointment of the Academy's external auditors.

MNP LLP, an independent firm of Chartered Professional Accountants, is appointed by the members to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Committee and management to discuss their audit findings.

October 30, 2024


Principal

Independent Auditors' Report

To the Board of Directors of Prairie Central Adventist Academy:

Qualified Opinion

In our opinion, except for the effect of adjustments, if any, which we might have determined to be necessary had we been able to satisfy ourselves concerning the completeness of the donation revenue referred to in the *Basis of Qualified Opinion* paragraph, these financial statements present, in all material respects, the financial position of Prairie Central Adventist Academy (the "Academy") as at June 30, 2024 and the results of its operations and operating fund statement of surplus (deficit) for the year then ended in accordance with accepted accounting principles for Independent Schools in Manitoba.

Basis of Qualified Opinion

In common with many not-for-profit organizations, the Academy derives part of its revenue from donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Academy and we were not able to determine whether any adjustments might be necessary to donation revenues, assets or surplus (deficit).

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Academy in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have obtained our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Emphasis of Matter - Basis of Accounting and Restriction on Distribution

Without modifying our opinion, we draw attention to note 2 of the financial statements which describes the basis of accounting. These financial statements are prepared to assist the Academy to meet the reporting requirements of FRAME (Financial Reporting and Accounting in Manitoba Education) as issued by Manitoba Education. As a result, these financial statements may not be suitable for another purpose. Our report is intended solely for the Academy and Manitoba Education and should not be distributed to parties other than the Academy and Manitoba Education.

Responsibilities of Management and Those Charged with Governance for the Statements

Management is responsible for the preparation of these statements in accordance with the provisions of FRAME as issued by Manitoba Education, and for such internal controls as management determines is necessary to enable the preparation of the financial statements are free from material misstatement, whether due to fraud or error.

Those charged with governance are responsible for overseeing the Academy's financial reporting process.

Auditors' Responsibilities for the Audit of the Statements

Our objectives are to obtain reasonable assurance about whether the financial statements are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal controls relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Academy's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates, if any, and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Academy's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Academy to cease to continue as a going concern.
- Evaluate the overall presentation and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves the required presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Winnipeg, Manitoba
October 30, 2024

MNP LLP
Chartered Professional Accountants

I hereby certify that this report and the statements referenced herein have been presented to the Board of Directors of the above referenced school.

October 30, 2024

Date

C. Stump

Director

Management Letter

October 30, 2024

Board of Directors
Prairie Central Adventist Academy
56 Grey Street
Winnipeg, Manitoba R2L 1V3

Dear Board of Directors:

Re: Audit of 2024 Financial Statements

The objective of an audit is to obtain reasonable assurance whether the financial statements are free of material misstatement. However, an audit is not specifically designed to identify all matters that may be of interest to management in discharging its responsibilities. In addition, an audit cannot be expected to disclose all material fraud, or errors and other irregularities, and it is not designed to express an opinion as to whether the systems of internal control established by management have been properly designed or have been operating effectively.

During the course of our audit no matters came to our attention.

We would like to express our appreciation for the co-operation and assistance given to us by the management and staff of Prairie Central Adventist Academy throughout our audit process.

Yours truly,



MNP LLP

I hereby certify that the preceding report has been presented to the Board of Directors of Prairie Central Adventist Academy.

October 30, 2024

Date



Director

Auditors' Supplementary Report on Enrollment

To the Board of Directors of Prairie Central Adventist Academy:

Opinion

We have audited the accompanying EIS certification and Enrollment Report (the "Report") prepared in accordance with Part 1, Section 1.1 of the Independent Schools Funding Requirements for the school year 2023/2024 of Prairie Central Adventist Academy (the "Academy").

In our opinion, this report presents, in all material respects, the enrollment of Prairie Central Adventist Academy at September 30, 2023 in accordance with the Independent Schools Funding Reporting Requirements for the 2023/2024 school year referred to above.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Report* section of our report. We are independent of the Academy in accordance with the ethical requirements that are relevant to our audit of the report in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter - Basis of Accounting and Restriction on Distribution

This report is prepared to assist the Academy to meet the requirements of the Independent Schools Funding Requirements. As a result, the report may not be suitable for another purpose. Our report is intended solely for the Board of Directors of the Academy relative to the Independent Schools Funding Requirements and should not be distributed to other parties.

Responsibilities of Management and Those Charged with Governance for the Report

Management is responsible for the preparation of this report in accordance with the provisions of the Independent Schools Funding Requirements, and for such internal controls as management determines is necessary to enable the preparation of the report that is free from material misstatement, whether due to fraud or error.

Those charged with governance are responsible for overseeing the Academy's financial reporting process.

Auditors' Responsibilities for the Audit of the Report

Our objectives are to obtain reasonable assurance about whether the report is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this report.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates, if any, and related disclosures made by management.
- Evaluate the overall presentation and content of the report, including the disclosures, and whether the schedule represents the underlying transactions and events in a manner that achieves the required presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Winnipeg, Canada
October 30, 2024

MNP LLP
Chartered Professional Accountants

I hereby certify that the preceding report has been presented to the Prairie Central Adventist Academy.

October 30, 2024

Date

C. Stungo

Director

Prairie Central Adventist Academy

31-Oct-24

OPERATING FUND - STATEMENT OF FINANCIAL POSITION

As at June 30, 2024

ASSETS

Cash		1,106,204
Investments		300,000
Accounts Receivable		
Provincial Government	122,464	
Federal Government	-	
School Fees	32,879	
Other (please specify)		
Accrued interest and other	78,698	
GST receivable	24,300	
	-	258,341
Less Allowance for Doubtful Accounts		(779)
Inventory		-
Prepaid Expenses		6,141
Other (please specify)		-
		<u>1,669,907</u>

LIABILITIES AND FUND BALANCES

Bank Indebtedness		-
Accounts Payable		
Province of Manitoba	-	
Other	113,668	113,668
Accrued Liabilities		8,663
Unearned Revenue		33,359
Loans		-
Other (please specify)		
Reserves		1,145,998
		-
		<u>1,301,688</u>
Accumulated Surplus (Deficit)		368,219
		<u>1,669,907</u>

Prairie Central Adventist Academy

31-Oct-24

OPERATING FUND
STATEMENT OF SURPLUS (DEFICIT)

For the Year Ended June 30, 2024

Accumulated Surplus (Deficit), June 30, 2023	368,219
Add: Net Current Year Surplus (Deficit)	0
Adjustments Affecting Prior Year(s)	
_____	-
_____	-
_____	-
_____	-
	<u>0</u>
Accumulated Surplus (Deficit), June 30, 2024	<u><u>368,219</u></u>

OPERATING FUND STATEMENT OF EXPENDITURE

For the Year Ended June 30, 2024

CODE	OBJECT \ FUNCTION	REGULAR INSTRUCTION	STUDENT SUPPORT SERVICES (see note)	PRE-KINDERGARTEN EDUCATION	ADMINISTRATION		INSTRUCTIONAL AND PUPIL SUPPORT SERVICES	TRANSPORTATION / BOARDING OF PUPILS	OPERATIONS AND MAINTENANCE	TOTALS
					BOARD OF DIRECTORS	SCHOOL ADMINISTRATION				
300	SALARIES									
310	Directors Remuneration									0
320	Executive, Managerial and Supervisory		-			115,850				115,850
330	Instructional - Teaching	883,506	-							883,506
350	Instructional - Other	86,337	57,170							143,507
360	Technical, Specialized and Service		-			50,150		34,642	31,773	116,565
370	Secretarial, Clerical and Other		-			61,141				61,141
380	Clinicians		-							0
	Total Salaries	969,843	57,170	0	0	227,141	0	34,642	31,773	1,320,569
400	EMPLOYEES BENEFITS AND ALLOWANCES		-							0
500-600	SERVICES									
510	Professional, Technical and Specialized		5,500			43,123				48,623
520	Communications		-			11,552				11,552
530	Utility Services								33,933	33,933
540	Travel and Meetings		-			358				358
550	Transportation of Pupils							120,891		120,891
560	Tuition		-							0
570	Printing		-			9,009				9,009
580	Insurance and Bond Premiums								6,790	6,790
590	Maintenance and Repair Services		-						58,364	58,364
610	Rentals		-							0
620	Taxes		-						1,008	1,008
630	Advertising and Promotion		-							0
640	Dues and Fees		-			2,480				2,480
650	Professional Development	6,564	-							6,564
	Total Services	6,564	5,500	0	0	66,522	0	120,891	100,095	299,572
700	SUPPLIES, MATERIALS AND MINOR EQUIPMENT									
710	Supplies	27,768	-			38,149			9,066	74,983
740	Curricular and Media Materials	34,701	-							34,701
760	Minor Equipment	23,686	-			9,709				33,395
	Total Supplies, Materials and Minor Equipment	86,155	0	0	0	47,858	0	0	9,066	143,079
900	TRANSFERS AND OTHER									
950	Bad Debts									0
970	Interest and Bank Charges					1,328				1,328
980	Organizations and Individuals and Other		-							0
	Total Transfers and Other	0	0			1,328	0			1,328
	TOTALS	1,062,562	62,670	0	0	342,849	0	155,533	140,934	1,764,548

Note: An Independent School with total Special Education Services expenditures greater than \$25,000 MUST complete Appendix A "Special Ed tab".

SPECIAL EDUCATION SERVICES EXPENDITURES DETAIL

For the Year Ended June 30, 2024

* TO BE COMPLETED BY SCHOOLS WITH TOTAL SPECIAL EDUCATION SERVICES EXPENDITURES GREATER THAN \$25,000

CODE	OBJECT \ PROGRAM	ADMINISTRATION /CO-ORDINATION	GIFTED EDUCATION	CLINICAL AND RELATED SERVICES	SPECIAL PLACEMENT	REGULAR PLACEMENT	OTHER RESOURCE SERVICES	TOTALS
300	SALARIES							
320	Executive, Managerial and Supervisory							0
330	Instructional - Teaching							0
350	Instructional - Other		57,170					57,170
360	Technical, Specialized and Service							0
370	Secretarial, Clerical and Other							0
380	Clinicians							0
	Total Salaries	0	57,170	0	0	0	0	57,170
400	EMPLOYEES BENEFITS AND ALLOWANCES							0
500-600	SERVICES							
510	Professional, Technical and Specialized		5,500					5,500
520	Communications							0
540	Travel and Meetings							0
560	Tuition							0
570	Printing							0
590	Maintenance and Repair Services							0
610	Rentals							0
620	Taxes							0
630	Advertising and Promotion							0
640	Dues and Fees							0
650	Professional Development							0
	Total Services	0	5,500	0	0	0	0	5,500
700	SUPPLIES, MATERIALS AND MINOR EQUIPMENT							
710	Supplies							0
740	Curricular and Media Materials							0
760	Minor Equipment							0
	Total Supplies, Materials and Minor Equipment	0	0	0	0	0	0	0
980	Organizations and Individuals							0
	TOTALS	0	62,670	0	0	0	0	62,670

STATEMENT OF ALLOWABLE EXPENDITURES

For the Year Ended June 30, 2024
To be completed by all Independent Schools

	STUDENT SUPPORT SERVICES	INSTRUCTION AND SERVICES
TOTAL EXPENDITURES	62,670 ⁽¹⁾	1,764,548 ⁽²⁾
LESS: Student Support Services Grants		9,500 ⁽³⁾
Curricular Materials Grant	0 ⁽⁴⁾	11,160 ⁽⁴⁾
Cost of non-certified teachers teaching courses other than non-credit religion	- ⁽⁵⁾	- ⁽⁵⁾
Cost of non-credit religious instruction in excess of 1/2 hour per day	- ⁽⁶⁾	- ⁽⁶⁾
SUB TOTAL	<u>62,670</u>	<u>1,743,888</u>
LESS: Pre-Kindergarten Expenditures		0 ⁽⁷⁾
LESS: Expenditures related to teaching non-funded pupils (see below)	<u>0</u>	<u>0</u> ⁽⁸⁾
ALLOWABLE EXPENDITURES	<u>62,670</u>	<u>1,743,888</u>
GRANTS RECEIVED	9,500 ⁽⁹⁾	1,203,978 ⁽⁹⁾
GRANTS EARNED CALCULATION	9,500	1,203,978 ⁽¹⁰⁾
PORTION OF THE GRANT RECOVERABLE (IN EXCESS OF ALLOWABLE EXPENDITURES)	<u>0</u> ⁽¹¹⁾	<u>0</u> ⁽¹¹⁾

NOTES:

- (1) Total Student Support Services expenditures from page 6.
- (2) Total operating fund expenditures from page 6.
- (3) Student Support Services grant less the portion of the grant in excess of the allowable expenditures.
- (4) Curricular Materials grant is the Curricular Materials grant, prorated between Special Education Services and Instruction and Services by multiplying the grant by the percentage of Curricular Materials expenditures in each category.
- (5) The cost of non-certified teachers teaching courses other than religion is to be deducted from the column to which the expenditures have been charged.
- (6) The cost of religious instruction in excess of 1/2 hour per day or 2 1/2 hours per week, is to be deducted from the column to which the expenditures have been charged.
- (7) The cost of Pre-Kindergarten expenditures
- (8) The percentage of the cost related to teaching non-funded pupils is determined as follows:

Enrolment at Sept. 29, 2023	Student Support Services		Instruction and Services	
	Number of Pupils	% of Total	Number of Pupils	% of Total
Eligible Pupils (i)	1.0	100.0%	186.0	100.0%
Non-Funded Pupils (ii)		0.0%		0.0%
Totals (iii)	1.0	100.0%	186.0	100.0%
Total Expenditures		62670		1,743,888
Expenditures pertaining to non-funded pupils		0		0

- (i) Eligible enrolment as defined in the Private Schools Grants Regulation as calculated on the Support Calculation.
- (ii) Total of all non-funded pupils enrolled in the school. This is Foreign Exchange and Others on the Support Calculation. This does not include Pre-Kindergarten or Kindergarten pupils.
- (iii) This total does NOT reconcile to total enrolment.
- (9) Total of Level 2, Level 3 and Instruction and Services Grants.
- (10) Lesser of grants received and allowable expenditures
- (11) This amount will be recovered from a future grant payment.

Prairie Central Adventist Academy

31-Oct-24

FULL TIME EQUIVALENT PERSONNEL EMPLOYED (UNAUDITED)

September 29, 2023

CODE	OBJECT \ FUNCTION	REGULAR INSTRUCTION	STUDENT SUPPORT SERVICES	ADMINISTRATION		INSTRUCTION AND PUPIL SUPPORT SERVICES	TRANSPORTATION / BOARDING OF PUPILS	OPERATIONS AND MAINTENANCE	TOTALS
				BOARD OF DIRECTORS	SCHOOL ADMINISTRATION				
310	Directors (headcount)								0.00
320	Executive, Managerial and Supervisory				1.00				1.00
330	Instructional - Teaching	11.00							11.00
350	Instructional - Teacher Aides and Other		3.58						3.58
360	Technical, Specialized and Service						1.00	0.80	1.80
370	Secretarial, Clerical and Other				2.52				2.52
380	Clinician								0.00
TOTALS		11.00	3.58	0.00	3.52	0.00	1.00	0.80	19.90

1. Organization

Prairie Central Adventist Academy (the "Academy") is incorporated as a not-for-profit entity under the Corporations Act of Manitoba and is a registered charity under the Income Tax Act. It offers education to students.

2. Basis of accounting

As required for Independent School grant funding from the Province of Manitoba, management must report under FRAME (Financial Reporting and Accounting in Manitoba Education) guidelines. Therefore, these financial statements have been prepared in accordance with the presentation guidelines contained in the FRAME manual issued by Manitoba Education. The intended users of these statements are Manitoba Education, Academy management and the board of directors. Readers are cautioned these financial statements may not be suitable for another purpose.

3. Significant accounting policies*Fund accounting*

The restricted fund method of accounting is employed by the Academy to record financial transactions in separate funds as defined by Financial Reporting and Accounting in Manitoba Education in accordance with the purpose for which the funds have been created. As directed by FRAME presentation guidance only the current year operating fund is presented.

The Operating Fund is maintained to record all day to day operating revenues and expenses; as well as all assets, liabilities and unrestricted net assets incurred on account of Academy operations.

Revenue recognition

The Academy follows the restricted fund method of accounting for contributions. All unrestricted contributions are recognized in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Provincial and federal government funding is recognized as it becomes receivable under the terms of applicable funding agreements. Funding received under funding arrangements that relate to expenses of a subsequent fiscal period is reflected as unearned revenue on the balance sheet in the year of receipt, and is recognized in the same period the expenses are recognized.

The Academy recognizes restricted contributions from parental and other sources included in school fees, lunch program and other sundry revenue, which are related to expenses of a future period, as revenue in the same period the related expenses are recognized.

Donations in kind

Contributed materials which would otherwise be acquired by the Academy are recorded at fair market value as at the date of contribution. During the year, the Academy received donations in kind of \$0 (2023 - \$0).

Contributed services

Volunteers contribute an indeterminate number of hours supporting the various fundraising activities and operating programs of the Academy. Because of the difficulty in determining the fair value, contributed services are not recognized in the financial statements.

Leases

A lease that transfers substantially all of the benefits and risks of ownership is classified as a capital lease. At the inception of a capital lease, an asset and a payment obligation are recorded at an amount equal to the lesser of the present value of the minimum lease payments and the property's fair market value. Assets under capital leases are amortized on a declining balance basis, over their estimated useful lives. All other leases are accounted for as operating leases and rental payments are expensed as incurred.

As the FRAME statements only reflect the operating fund, capital lease transactions are not reflected in these statements.

3. Significant accounting policies *(continued from previous page)**Measurement uncertainty*

The preparation of financial statements in accordance with FRAME guidelines requires management to make estimates and assumptions that affect the amounts of assets and liabilities and disclosure of contingent liabilities at the date of the financial statements and the amounts of reported revenues and expenses during the period. Actual amounts could differ from those estimates.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where necessary.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in the statement of revenues and expenditures in the periods in which they become known.

Financial Instruments

The Academy recognizes financial instruments when the Organization becomes party to the contractual provisions of the financial instrument.

Arm's length financial instruments

Financial instruments originated/acquired or issued/assumed in an arm's length transaction ("arm's length financial instruments") are initially recorded at their fair value.

At initial recognition, the Academy may irrevocably elect to subsequently measure any arm's length financial instrument at fair value. The Academy has not made such an election during the year.

The Academy subsequently measures investments in equity instruments quoted in an active market and all derivative instruments, except those designated in a qualifying hedging relationship or that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, at fair value. Fair value is determined by published price quotations. All other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in excess (deficiency) of revenue over expenses. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

Financial asset impairment

The Academy assesses impairment of all its financial assets measured at cost or amortized cost. The Academy groups assets for impairment testing when no asset is individually significant. Management considers whether the issuer is having significant financial difficulty; whether there has been a breach in contract, such as a default or delinquency in interest or principal payments. In determining whether objective evidence of impairment exists. When there is an indication of impairment, the Academy determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year.

The Academy reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets at the statement of financial position date; and the amount expected to be realized by exercising any rights to collateral held against those assets.

Any impairment, which is not considered temporary, is included in current year excess (deficiency) of revenue over expenses.

The Academy reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in excess (deficiency) of revenue over expenses in the year the reversal occurs.

4. Investments

Investments include funds on deposit with CIBC earning interest at 4.25%. The balance of the investment on June 30, 2024 is \$300,000.

5. Accounts payable

Trade accounts payable	35,042
Teacher's salaries	78,625
Total	113,667

6. Income Taxes

The Academy is registered as a charitable Organization under the Income Tax Act (the "Act") and as such is exempt from income taxes. In order to maintain its status as a registered charity under the Act, the Academy must meet certain requirements within the Act. In the opinion of management, these requirements have been met.

7. Financial Instruments

The Academy as part of its operations carries a number of financial instruments. It is management's opinion that the Academy is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments.

8. Economic dependence

The Academy receives a majority of its revenues from the provincial government. The ability of the Academy to continue operations is dependent upon this government's continued financial commitment.

**Prairie Central Adventist Academy
Supplementary Information**

December 31, 2023

Independent Auditors' Report

To the Board of Directors of Prairie Central Adventist Academy:

Opinion

We have audited the accompanying Schedule of Employee Compensation of Prairie Central Adventist Academy (the "School") for the year ended December 31, 2023 ("the schedule").

In our opinion, the financial information in the Schedule of Employee Compensation for the year ended December 31, 2023 is prepared, in all material respects, in accordance with the provisions of The Public Sector Compensation Disclosure Act of the Province of Manitoba.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Schedule* section of our report. We are independent of the School in accordance with the ethical requirements that are relevant to our audit of the schedule in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter - Basis of Accounting and Restriction on Distribution

This schedule is prepared to assist Prairie Central Adventist Academy to meet the requirements of The Public Sector Compensation Disclosure Act of the Province of Manitoba. As a result, the schedule may not be suitable for another purpose. Our report is intended solely for the Board of Directors of Prairie Central Adventist Academy relative to The Public Sector Compensation Disclosure Act of the Province of Manitoba and should not be distributed to other parties.

Responsibilities of Management and Those Charged with Governance for the Schedule

Management is responsible for the preparation of this schedule in accordance with the provisions of The Public Sector Compensation Disclosure Act of the Province of Manitoba, and for such internal controls as management determines is necessary to enable the preparation of the schedule that is free from material misstatement, whether due to fraud or error.

Those charged with governance are responsible for overseeing the School's financial reporting process.

Auditors' Responsibilities for the Audit of the Schedule

Our objectives are to obtain reasonable assurance about whether the schedule is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this schedule.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the schedule, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates, if any, and related disclosures made by management.
- Evaluate the overall presentation and content of the schedule, including the disclosures, and whether the schedule represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Winnipeg, Manitoba

MNP LLP

Chartered Professional Accountants

I hereby certify that this report and the schedule and reports referenced herein have been presented to the members of the Board of the Prairie Central Adventist Academy

October 31, 2024

Date

IAN McLEATH

Principal

Prairie Central Adventist Academy
Schedule of Employee Compensation

For the year ended December 31, 2023

Pursuant to the disclosure required by The Public Sector Compensation Disclosure Act, the following information is reported:

- a) Aggregate compensation paid to all Members of the Board of Directors \$ Nil
- b) Board of Directors receiving compensation in excess of \$85,000 individually \$ Nil
- c) Compensation to employees over \$85,000:

<u>Name</u>	<u>Occupation</u>	<u>Amount</u>
Ian Mighty	Principal	\$85,848

Prairie Central Adventist Academy

2024 Audit Findings

Report to the Board of Directors

June 30, 2024

Jeff Eckstein, CPA, CA

T: (204) 336-6222

E: jeff.eckstein@mnp.ca



Overview

We are pleased to submit to you this Audit Findings Report (the "Report") for discussion of our audit of the financial statements of Prairie Central Adventist Academy (the "Organization") as at June 30, 2024 and for the year then ended. In this report we cover those significant matters which, in our opinion, you should be aware of as members of the Board of Directors.

As auditors, we report to the Directors on the results of our examination of the financial statements of the Organization as at and for the year ended June 30, 2024. The purpose of this Report is to assist you, as members of the Board of Directors, in your review of the results of our audit.

This Report is intended solely for the information and use of the Board of Directors and management and should not be distributed to or used by any other parties than these specified parties.

We appreciate having the opportunity to meet with you and to respond to any questions you may have about our audit, and to discuss any other matters that may be of interest to you.

Engagement Status

We have substantially completed our audit of the financial statements of the Organization which has been carried out in accordance with Canadian generally accepted auditing standards and are prepared to sign our Independent Auditor's Report subsequent to completion of the following procedure:

- Receipt of the signed management representation letter;
- Discussion of subsequent events with the Board of Directors;
- The Board of Directors' review and approval of the financial statements.

No significant limitations were placed on the scope or timing of our audit.

Independent Auditor's Report

We expect to have the above procedures completed and to release our Independent Auditor's Report.

Unless unforeseen complications arise, our Independent Auditor's Report will provide a qualified opinion to the Directors of the Organization. The matters disclosed in the Independent Auditor's Report are discussed further in the relevant sections of the Report.

Audit Reporting Matters

Our audit was carried out in accordance with Canadian generally accepted auditing standards, and included a review of all significant accounting and management reporting systems, with each material year end balance, key transaction and other events considered significant to the financial statements considered separately.

Significant Audit, Accounting and Reporting Matters

Area		Comments
	Changes from Audit Service Plan	There were no deviations from the Audit Service Plan previously presented to you.
	Final Materiality	Final materiality used for our audit was \$80,000 for June 30, 2024, and \$65,000 for June 30, 2023.
	Identified or Suspected Fraud	While our audit cannot be relied upon to detect all instances of fraud, no incidents of fraud, or suspected fraud, came to our attention in the course of our audit.
	Identified or Suspected Non-Compliance with Laws and Regulations	Nothing has come to our attention that would suggest any non-compliance with laws and regulations that would have a material effect on the financial statements.
	Matters Arising in Connection with Related Parties	No significant matters arose during the course of our audit in connection with related parties of the Organization.
	Financial Statement Disclosures	The disclosures made in the notes to the financial statements appear clear, neutral and consistent with our understanding of the entity and the amounts presented in the financial statements.
	Significant Deficiencies in Internal Control	While our review of controls was not sufficient to express an opinion as to their effectiveness or efficiency, no significant deficiencies in internal control have come to our attention.
	Matters Arising From Discussions with Management	There were no significant matters discussed, or subject to correspondence, with management that in our judgment need be brought to your attention.

October 30, 2024

The Board of Directors
Prairie Central Adventist Academy
56 Grey Street
Winnipeg, MB R2L 1V3

Dear Sirs/Mesdames:

We have been engaged to audit the financial statements of Prairie Central Adventist Academy (the "Organization") as at June 30, 2024 and for the year then ended.

CAS 260 *Communication With Those Charged With Governance* requires that we communicate with you matters that are significant to our engagement. One such matter is relationships between the Organization and its related entities or persons in financial reporting oversight roles at the Organization and MNP LLP and any affiliates ("MNP") that, in our professional judgment, may reasonably be thought to bear on our independence. In determining which relationships to report, the Standard requires us to consider relevant rules and related interpretations prescribed by the appropriate professional accounting body and applicable legislation, covering such matters as:

- (a) Holding a financial interest, either directly or indirectly, in a client;
- (b) Holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client or a related entity;
- (c) Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client or a related entity;
- (d) Economic dependence on a client; and
- (e) Provision of non-assurance services in addition to the audit engagement.

We are not aware of any relationship between the Organization and MNP that, in our professional judgment, may reasonably be thought to bear on our independence, which have occurred from July 1, 2023 to October 30, 2024.

We hereby confirm that MNP is independent with respect to the Organization within the meaning of the Code of Professional Conduct of the Chartered Professional Accountants of Manitoba as of October 30, 2024.

This report is intended solely for the use of The Board of Directors, management and others within the Organization and should not be used for any other purposes.

We look forward to discussing with you the matters addressed in this letter as well as other matters that may be of interest to you. We will be prepared to answer any questions you may have regarding our independence as well as other matters.

Sincerely,



Chartered Professional Accountants

encls.

MNP LLP

True North Square - 242 Hargrave Street, Suite 1200, Winnipeg MB, R3C 0T8

1.877.500.0795 T: 204.775.4531 F: 204.783.8329

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And proud of it!

At MNP we're proud to be the national accounting, consulting and tax firm that is 100% Made in Canada.

Our history defines who we are and our approach to business. Being a Canadian firm has helped shape our values, our collaborative approach, and the way we work with our clients, engaging them every step of the way.

We have a unique perspective. Our decisions are made here – decisions that drive Canadian business and help us all achieve success — and we know the impact that our choices have on the cities and towns we call home.

Throughout our six decades of work, we've seen our communities are more than just a place we do business in. They're a place where our families live, play, and thrive, and we work to make them the best places they can be.

Being 100% Canadian is something we wear proudly. This country provides us with great opportunities, and we're here to help our clients seize the opportunities so we can create a brighter future for the generations to come.





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Prairie Central Adventist Academy
Statement of Financial Position
As at June 30, 2024

ASSETS	30-Jun-24	30-Jun-23
	Total \$	Total \$
Current Assets		
Cash	1,106,204	927,140
Investments	300,000	300,000
Accounts Receivable		
Provincial Government	122,464	104,584
School Fees	32,879	33,302
Allowance for doubtful accounts	(779)	(779)
GST Receivable	24,300	5,279
Deposits	-	-
Miscellaneous	78,698	25,969
Prepaid Expenses	6,141	5,313
Total Current Assets	1,669,906	1,400,808
Capital Assets	371,848	319,088
TOTAL ASSETS	2,041,754	1,719,896
LIABILITIES		
Current Liabilities		
Accounts Payable	113,666	97,846
Accrued Liabilities	8,663	12,624
Unearned Revenue	33,359	15,575
Current Portion of Long Term Debt	-	7,587
Total Current Liabilities	155,688	133,632
Non-Current Liabilities		
Long Term Debt		
Total Non-Current Liabilities	-	-
TOTAL LIABILITIES	155,688	133,632
Equity & Reserves		
General Reserves	679,541	458,556
Development Reserve	466,457	447,988
Operating Surplus	740,068	679,720
TOTAL EQUITY & RESERVES	1,886,066	1,586,264
TOTAL LIABILITIES, EQUITY & RESERVES	2,041,754	1,719,896

Prairie Central Adventist Academy
Statement of Operations and Changes in Surplus
 Period Ended June 30, 2024

	Jul 23 - Jun -24 Actual	Jul 23 - Jun -24 Budget \$	Jul 22 - Jun-23 Actual \$
REVENUES			
Government Grants	1,225,638	1,228,863	1,075,554
School Fees			
Tuition	329,463	256,455	261,828
Other	88,608	78,381	72,905
Adventist Education Grants			
Constituency Churches	45,628	61,000	49,535
Man-Sask Conference Grants	258,305	202,048	189,674
Other Miscellaneous Revenues	98,563	7,000	48,938
Capital Development Fundraiser	20,014	100,000	10,158
Total Revenues	2,066,218	1,933,747	1,708,592
EXPENDITURES			
Instructional Expense	1,125,232	1,107,032	961,982
Administration Expense	342,849	314,360	323,080
School Bus Operations	155,533	168,000	129,746
Janitorial Expense	29,718	27,500	29,029
Repairs and Maintenance	69,484	56,500	64,835
Utilities	33,933	43,300	36,131
Property Tax	1,008	2,000	3,242
Insurance	6,790	6,000	5,439
Total Operating Expenditures	1,764,548	1,724,692	1,553,483
ALLOCATION TO RESERVES			
Allocation to Worthy Student Reserve and Scholarship Reserve		(24,055)	(8,000)
Allocation to Capital Development Reserve from Operations			(90,000)
Allocation to Capital Development Reserve from Donations	(20,014)	(100,000)	(10,158)
Allocation to Capital Reserves	(92,617)		
Revolving Fund Repayments	(80,000)	(85,000)	
Allocation to Non Capital Reserves	(48,691)		(18,682)
Net Operating Surplus	60,348	85,000	28,269
Capital Activity			
Portable Classroom Loan Payments	-	-	
School Bus Lease Payments	(7,588)		(14,629)
Adjustment to Capital			
School Expansion	(52,760)		
Changes in Capital & Reserves	(0)	85,000	13,640
Operating Surplus (Beginning of Year)	679,720		651,452
Operating Surplus (End of Year)	740,068		679,720

Schedule of Operating Expenditures

Actual vs Budget

	Actual YTD to June 30, 2024	Budget YTD to June 30, 2024	YTD Variance
Instructional Expense			
Salaries & Benefits	1,027,013	1,021,778	(5,235)
Classroom & Other Supplies	33,268	49,654	16,386
Textbooks	34,701	15,000	(19,701)
Equipment & Furnishings	23,686	12,000	(11,686)
Professional Development	6,564	6,600	36
Dues/Fees/Memberships	-	2,000	2,000
Total Instructional Expense	1,125,232	1,107,032	(18,200)
Administration Expense			
Salaries & Benefits	224,838	215,460	(9,378)
Professional Fees	43,123	28,500	(14,623)
Bad Debts		10,000	10,000
Computer Equipment	19,897	10,000	(9,897)
General Expense & Supplies	39,109	34,400	(4,709)
Photocopier	9,009	7,000	(2,009)
Internet	3,442	4,000	558
Telephone	2,706	3,500	794
Postage	699	1,000	301
Board	27	500	473
Total Administration Expense	342,849	314,360	(28,489)
School Bus Operations			
Salaries & Benefits	34,642	34,000	(642)
Maintenance & Repairs	25,196	25,000	(196)
Fuel & Fluids	12,723	24,000	11,277
Licences & Insurance	2,644	3,000	356
Interest on Lease	109	-	(109)
Bus Rental	78,056	82,000	
Other Miscellaneous	2,163	-	(2,163)
Total School Bus Operations	155,533	168,000	8,523
Janitorial Expense			
Salaries & Benefits	20,652	19,500	(1,152)
Janitorial Supplies & Equipment	9,066	8,000	(1,066)
Total Janitorial Expense	29,718	27,500	(2,218)
Repairs and Maintenance			
Salaries & Benefits	11,120	10,500	(620)
Building Repairs	51,556	34,000	(17,556)
Grounds Repairs & Upkeep	5,250	5,000	(250)
Equipment Repairs	615	5,000	4,385
Portable Classroom Permits	942	2,000	1,058
Total Repairs and Maintenance	69,484	56,500	(12,984)
Utilities			
Electricity	11,677	18,000	6,323
Natural Gas	11,319	12,000	681
Water & Sewer	2,851	3,500	649
Portable Toilet Servicing	715	3,800	3,085
Waste Removal	7,371	6,000	(1,371)
Total Utilities	33,933	43,300	9,367
Property Tax	1,008	2,000	992
Insurance	6,790	6,000	(790)
TOTAL OPERATING EXPENDITURES	1,764,548	1,724,692	(43,800)

Prairie Central Adventist Academy

Reserves

June 30, 2024

Reserves	30-Jun-24 \$	30-Jun-23 \$
General Fundraising	4,403	2,161
Alumni Fundraising	146	146
Band Trip	3,580	3,580
Bible Encounter Reserve	3,250	3,250
Capital Improvements	360,571	205,608
Cherry on Top Trust	613	613
Computer Donations/Fundraising	15,020	15,020
Cookbooks Reserve	780	780
Donations Reserve	16,752	16,662
Drivers' Ed Reserve	280	280
Education Emphasis Reserve	2,718	2,718
Endowment Fund	51,257	1,257
Fundraising - School Sign	(128)	(128)
Fundraising 11/12 Reserve	2,932	2,932
Govt Grant Replacement Reserve	8,700	8,700
Grade 9/10 Mission Trip	2,777	2,777
H&S - Special Projects	7,446	7,446
Home and School Trust	9,966	4,016
Injury Prevention Reserve	100	100
Kitchen Upgrade Reserve	1,912	1,912
Library Reserve	870	870
Orange Sales Reserve	13,349	13,349
Photocopier Replacement Res	11,282	11,282
RBC Trust	2,248	2,248
Recycling Reserve	269	269
Reserves - Next School Year Op.	94,494	14,494
Scholarship Reserve	2,130	10
Student Association Reserves	1,454	3,265
Students' Educational Tour	420	420
STEM	12,909	12,990
Worthy Student Reserve	37,796	33,796
Yearbook Fundraising	9,244	9,799
Total General Reserves	679,541	382,623
Development Reserve	466,457	397,832
Total Reserves	1,145,998	780,455



FINANCIAL REPORT
Karl Hergenroeder (Treasurer)

Sincere thanks for the continuous support PCAA receives from the constituents in our community. Your generosity helps the school to achieve its goals and mission of educating children so they can be of service to their community and to Christ.

OPERATIONS:

- A. The Auditors Report in your package is evidence of a successful operation over the 2023-2024 School Year.
- B. The report evidence a Net Operating Surplus of \$281, 656.00
- C. The report evidence the Current Year transfers to internally restricted reserves of \$\$221, 308.00

2023-2024 BUDGET:

- A. A Budget based on income from 222 students 185.5 FTE over last years 193 students 171 FTE
- B. The Budget in your package is evidence of a continuous improved budget which seeks to meet the needs of the institution and reflects the current enrollment.
- C. The Budget supports about the same number of staff from the previous year with the addition of, and a full time School Chaplain and 1 additional Teacher, 1.5 addition Teacher Assistants & 0.2 Office Assistant and 0.1 Wellness Coach
- D. Anticipating a balanced budget.

With the support of the School Board, Administration and Staff; PCAA will continue to strive to provide the finest education possible for its students your children by making the best use of available resources.



"TRUE EDUCATION ... PREPARES THE STUDENT FOR
THE JOY OF SERVICE IN THIS WORLD AND FOR THE HIGHER JOY
OF WIDER SERVICE IN THE WORLD TO COME."
-ELLEN G. WHITE

**Proposed Budget for 2024-2025 School Year
Programming for Grades JK to Grade 12**

	2024-25 Draft Budget	2023-24 Budget	2023 -24 Actual
¹Total Number of Students	222	193	
OPERATING REVENUES			
Total School Fees	378,423	334,837	413,116
Government Grants			
Total Grants - Government	1,445,120	1,228,863	1,225,638
Adventist Education Grants			
Total Grants - Constituent Churches	61,000	61,000	45,628
Total Grants - Student Assistance	-	-	-
Total Grants - Man-Sask Conference	220,900	202,048	258,305
Total Grants - Adventist Education	281,900	263,048	303,932
Total Revenue - Other	3,500	7,000	98,563
TOTAL OPERATING REVENUES	2,108,943	1,833,747	2,041,250
OPERATING EXPENSES			
Teacher Expenses			
Salaries and Benefits	1,203,190	1,021,778	1,022,059
Professional Development (\$400/teacher)	7,000	6,600	6,564
Dues/Fees/Memberships (MFIS)	3,000	2,000	-
Total Expense - Teachers	1,213,190	1,030,378	1,028,623
Instructional & Program Expenses			
Art and Classroom Supplies (JK-12)	9,990	4,825	6,302
Miscellaneous Education	1,000	600	1,109
French Materials	3,330	600	-
Classroom Libraries	11,100	9,000	306
Reference Library	-	2,000	2,355
Music/Band	6,660	3,000	333
⁶ Physical Education	3,330	1,500	1,946
Resource Materials	3,330	2,400	-
Math Materials	2,220	1,000	-
Science Materials	1,000	2,500	52
Special Education Supplies	-	800	-
Educational Subscriptions (CCLI, Mathletics, ACF)	5,000	3,500	3,491
Chaplain Expenses	3,500	2,000	-
Staff Room Supplies	5,000	5,000	452
Special Programs	9,000	3,000	9,683
Yearbook Expense	2,000	1,000	1,741
Churchill Program Fees	5,000	5,000	5,500
Equipment & Furnishings	12,000	12,000	23,686
Textbooks (\$/student)	25,000	15,000	34,701
Total Expense - Instructional & Program	108,460	76,655	91,655
Administration Expense			
Salaries and Benefits	232,000	215,460	224,838
Professional Fees	32,000	28,500	43,123
⁸ Internet Service	4,500	4,000	3,442
Telephone	3,500	3,500	2,706
Admin Subscriptions (FACTS Mgmt, OneCallNow)	5,000	4,400	4,784
Admin Computer Equipment & Furnishings	10,000	10,000	15,114
⁹ Photocopier	10,000	7,000	9,009
Postage	1,200	1,000	699
Administration Expense	20,000	20,000	39,109
Bad Debts	10,000	10,000	-
¹¹ Centennial Celebration	10,000	10,000	-
School Committee Expenses	1,500	-	-
Board Expense	600	500	27
Total Expense - Administration	340,300	314,360	342,849

**Proposed Budget for 2024-2025 School Year
Programming for Grades JK to Grade 12**

		2024-25 Draft Budget	2023-24 Budget	2023 -24 Actual
School Bus Operations				
Salary/Benefits - School Bus Driver		34,500	34,000	34,642
School Bus Rental		85,000	82,000	78,056
Maintenance & Repairs		25,000	25,000	27,468
¹² Fuel and Fluids		15,000	24,000	12,723
Licences & Insurance		3,500	3,000	2,644
Total Expense - School Bus Operations		163,000	168,000	155,533
Janitorial Expenses				
¹³ Salaries/Benefits - Janitorial	65%	20,800	19,500	20,652
¹⁴ Janitorial Supplies and Equipment		8,000	8,000	9,066
Total Expense - Janitorial & Maintenance		28,800	27,500	29,718
Repairs & Maintenance Expenses				
Salaries/Benefits - Maintenance	35%	11,200	10,500	11,120
Maintenance Contracts		20,000	18,000	4,491
Building Repairs		16,000	16,000	61,816
Equipment & Repairs		5,000	5,000	615
Grounds Maintenance		5,000	5,000	5,250
Shop Supplies		3,000	2,000	
Total Expense - Repairs & Maintenance		60,200	56,500	83,292
Utilities & Other				
¹⁵ Insurance		6,800	6,000	6,790
¹⁶ Property Taxes		1,500	2,000	1,008
¹⁷ Natural Gas		12,000	12,000	11,319
¹⁸ Electricity - Hydro		15,000	18,000	11,677
¹⁹ Water & Sewer		3,500	3,500	2,851
²⁰ Portable Washroom Service		-	3,800	715
Waste Removal		7,500	6,000	7,371
Total Expense - Utilities & Other		46,300	51,300	41,732
Satellite School Lease		25,000	85,000	-
TOTAL OPERATING EXPENSE		1,985,250	1,809,693	1,773,402
NET OPERATING SURPLUS/(DEFICIT)		123,693	24,055	267,848
CAPITAL & RESERVE RELATED ITEMS				
Revenue: Capital Fund Development		100,000	100,000	-
Expense: Capital & Reserve Items				
Revolving Refund Repayment (Capital Portion only)		80,000		
Capital Fund Development Allocation from Operations		-	-	
Capital Fund Development Allocation from Donations		100,000	100,000	
Capital Reserve/Contingency Allocation		38,000	-	
Worthy Student Reserve Allocation		5,000	24,055	50,000
Other Reserve Allocations		693		(1,309)
School Bus Lease Payments				7,588
School Expansion				52,760
Total Capital Related Expense		223,693	124,055	109,039
NET CAPITAL & RESERVE RELATED ITEMS		123,693	24,055	109,039
NET SURPLUS/(DEFICIT) - After Capital & Reserve Items		-	-	158,809



2024 / 2025 SCHOOL CHAPLAIN'S REPORT
Pastor. Shaun Young

Dear Constituency Delegates,

As I enter my fourth year at Prairie Central Adventist Academy, I wish to express my heart felt gratitude for the opportunity to continue to contribute to the development of our school leaders in collaboration with my esteemed colleagues.

Thus Far...

Teaching- For the 2024 and 2025 academic years, I will be instructing Bible studies for students in grades 7 through 12.

The seventh and eighth-grade students are currently studying the origins of sin. They are examining how sin initially took root in the heart of Lucifer and how the consequences of his actions led to his rebellion, along with the rebellion of one-third of the angels in Heaven. Following this exploration, we will transition to the creation narrative and the account of the fall, subsequently addressing the significance of the cross. Later in the curriculum, we will investigate various ways in which Jesus transforms lives and the critical decisions individuals must make in response.

Students in grades nine and ten will engage in an exploration of the existence of God as they seek answers to one of life's most profound questions: "Does God really exist?" They will delve into the character of God as revealed through Jesus Christ, who served as God's representative on Earth. The curriculum will encompass the death and resurrection of Jesus Christ, the narrative of creation, and the significance of the Sabbath. Additionally, students will examine two fundamental gifts bestowed by God: the gift of grace and the gift of identity.

In grades eleven and twelve, students will explore various world religions as they seek to understand and solidify their own beliefs. Following this exploration, they will engage in discussions about ethics and morals, which will assist them in making sound decisions. Lessons will also cover navigating the diverse relationships they will encounter, including friendships and marriage. Ultimately, students will come to understand Jesus through the perspective of a cherished friend as presented in the book of John.

Class Visits- This year, I will be visiting K-6 classrooms to share God's word through engaging activities, games, and thought-provoking questions. The aim of these visits is to reinforce Bible principles that will assist students in making positive choices daily.

Student visits- In my role as the school chaplain, I continue to meet with students who are experiencing various challenges and offer them guidance. Some students may face challenges with anxieties or mental health issues while others may struggle with fitting in. I offer student a safe space to express their concerns, while helping them discover tools to navigate through their daily challenges.

Chapel- Our chapel services adhere to a structured rotation schedule. Each month, I initiate the first week with a service that specifically addresses the behavioral challenges our school faces. The second week is designated for teachers to share biblical insights relevant to their classrooms. The third week is reserved for House teams, which are comprised of four groups that work collaboratively to promote academic excellence, good behavior, sportsmanship, service, and other positive endeavors. Finally, the last week of each month is allocated to the student council or a guest pastor.

Service Projects- This year, I intend to implement service projects that align with our centennial theme, commemorating 100 years of service. My plan involves encouraging students to perform 100 acts of kindness and to engage with 100 individuals through various service opportunities.

Supporting Staff- This academic year, I intend to engage regularly with teachers to offer prayer and spiritual support during challenging times. Additionally, I aim to organize at least one spiritual event specifically for the staff.

Spiritual event- This academic year, I intend to initiate a quarterly Friday night vesper, starting in January. Parents and families will be warmly invited to participate in our Vesper program, as we aim to foster engagement within our school community and address the needs of our families.

Community Outreach- This year, my team and I intend to develop engaging programs aimed at connecting with our school families and the broader community. Our strategy includes visiting various churches attended by our families, particularly establishing a presence at local Seventh-day Adventist congregations. Additionally, we plan to reach out to Advent Care Homes to engage with legacy members, providing them with familiar songs and warm smiles.

Furthermore, I aspire to connect with different service departments within our community, such as the fire station and police department, to express our appreciation through gifts that celebrate the ongoing dedication of our community heroes. This program has been carried over from last year.

Community involvement- This year, I aim to advance the implementation of a classroom program that facilitates partnerships between churches and schools to address the needs of students. The "Adopt a Classroom" initiative entails each constituent church adopting a classroom at Prairie Central Adventist Academy (PCAA). This program enables churches to tailor their involvement with a specific classroom.

Once a church has adopted a classroom, it assumes the responsibility of collaborating with

the classroom teacher to identify innovative ways to engage with the students. This initiative will enhance the church's visibility and presence within the school community.

1. What was accomplished in the 2023/2024 school year?

- Throughout the 2023/2024 academic year, I collaborated closely with the Student Council to organize a vibrant array of school events, including game nights, fundraisers, hot lunches, sports day, the winter banquet, and various other enjoyable activities.
- I engaged in meaningful prayer with both students and staff.
- We successfully conducted two W.I.S.E. Week programs—one in the fall and the other in the spring—fostering collaboration among students and staff.
- Monthly chapels were conducted to cater to the spiritual needs of both students and staff.
- We successfully conducted another dynamic outreach program in collaboration with the Salvation Army Center of Hope.
- I conducted Bible studies with twenty students on Wednesdays during the school year.

2. How, and to what extent were they achieved?

Several goals were achieved last year, which are listed above. A few

items that were not completed last year were:

- Friday Night vespers once a quarter
- Care packages to service workers in the community.
- Community Barbeque
- Visits to the Care homes (Due to Covid)

3. Any Challenges? If so, what were they?

Throughout this academic year, the school concentrated primarily on the accreditation process, which became the central focus of its efforts. Due to this some programs were set aside for that school year.

4. The goals/plans I had for the year (2023-2024).

W.I.S.E week programs

Two W.I.S.E week programs during the 2023-2024 school year. The first took place in November 2023, and the second took place in March 2024

Service projects:

- At least 2-3 Collaborated service projects with the Salvation Army Center of Hope
- Collecting items through House teams for Winnipeg Harvest.

- Arda Ration meal program. Early January

Spiritual:

- Friday night vespers plus AY at least once a quarter with the Student Council.
- Bible studies grade 5/6 every Wednesday
- Visit non-Adventist churches of students represented in our school.
- One Special Spiritual event for the teachers
- Puppet Ministry

Student Council events:

- Winter/Summer banquet
- Movie/Game nights
- Hot lunches
- Sports day
- AY/Vespers programs
- Etc.

Community Engagement:

- Education Sabbath
- Family fun day
- Community barbeque
- Etc.

5. How can the constituency help me achieve my vision/plans?

- Provide financial support for community events through donations made via the school, designated for purchasing giveaway items such as food gift cards etc.
- Are there any service projects you would be interested in partnering with PCAA to undertake?
- Would you be willing to share devotionals during our chapel sessions?
- Would you consider presenting or recommending a speaker for our various centennial programs, health initiatives, or parenting topics?

September 23, 2024

Dear Members of the PCAA School Board,

Re: Development Coordinator Report for September 2024 School Board Meeting

This report serves as a brief update on the work that has been conducted since the last written report provided for the June 17, 2024 School Board meeting.

Update

- I am exciting to announce that my wife, Karen, and I had our baby girl "*Kara Everlea Foster*" on September 4, 2024! She was 7lbs 11oz and everyone is healthy and doing well now! As discussed with PCAA Administration and the Man-Sask Conference Education Director, I will be away on parental leave for a 16-week period. My last official day of work was September 13, 2024, with a planned return-to-work date of January 6, 2025. This will be my last report until I return in the new year.

General Development Coordinator Activities

- Current total constituents in Bloomerang donor management database = **267** constituents (3 new constituents added since last report).

Development

- Unfortunately, we have been informed that we will not be receiving support for our play structure project from the Canada Post Community Foundation grant.
- Continued work on the Heidelberg Materials Helps grant application.
- Did not apply for the Tire Stewardship Manitoba Community Enhancement Grant as this is related to recycled tire products used for playground surfaces. Once more funding is in place for the playground replacement, will apply for this grant.

Software & Engagement

- Exported the saved grant data from Grant Connect and cancelled our subscription.
- Subscribed and began initial setup of the Grant Advance platform.
- Sent our constituents an email reminder on June 21 about the alumni meeting via the Bloomerang platform
- Attended and presented at the June 23 alumni meeting held virtually via Zoom
 - o A list of 24 recommended names to serve on the PCAA 100th Anniversary Homecoming Core Planning Committee was generated by those in attendance
 - o I personally contacted 21 of the individuals via emails and phone calls -> so far, 8 individuals have accepted the call to serve on this committee and 3 individuals have indicated that they would be willing to assist in a different way for the centennial celebration
- Drafted a Q3 2024 newsletter that will be sent out to our constituents via Bloomerang within the next week. This email will include an update about the expansion project to update our donors and stakeholders.

Upcoming

- Complete and launch the Q3 2024 e-newsletter (send out to our constituents).
- Kick off the PCAA 100th Anniversary Homecoming Core Planning Committee by arranging the first meeting, then will pass to the committee who will elect a chairperson.
- Complete and submit the Heidelberg Materials Helps grant application.
- Conduct research into donor acknowledgement policy and prepare draft for Board review.
- Finalize “Areas of Giving” with Finance Committee and school accountant.
- Resolve the issue with the transaction processor implementation on the website.
- Develop a strategy proposal to be shared with the Board for the ongoing land search and available leads.
- Utilize the Grant Advance platform and follow the prescribed program for grant request submissions.

Thank you for your service as members of the School Board. Please continue to pray for God’s guidance and wisdom as we pursue development of PCAA to enable us to best serve the students and our community. I look forward to continuing to serve in the role of PCAA Development Coordinator upon my return from parental leave in the new year.

Sincerely,

Cormac Foster, E.I.T.

PCAA Development Coordinator



HOME & SCHOOL REPORT 2023/2024

Current Members: Pat Forteau, Lori-Lee Forteau, Evelyn Mallorca, Ian Mighty, Iryna Makarchuk, Pastor Shaun Young, Maureen Foster, Joan Filart, Atinuke Lawal, Digna Paraiso, Catherine Omero, Cassandra Peart, Hye-Young Lee, Irina Ott, Amelia Valentin, Cameka Watkis.

Our focus for 2023/2024 school year was figuring ways of making our presence known again within our school and creating a sense of community amongst our families. We were committed to being in contact with administration to figure out what their needs were as well and how as a committee we can assist.

Some successful events we hosted were....

-An **art night** where we had wonderful souls volunteer their time to teach different forms of art. ---

-Parents were encouraged to register as a family and to complete a class. We had a huge turnout and had a lot of positive responses.

-We also held a **Zoom mee-ng** for parents on the topic of the teenage brain. We had a trained professional leading the class where at the end parents were given the opportunity to ask any questions they may have had.

-In December we hosted our **annual bake sale**. Parents exceeded our expectations with their contributions to this event.

-The next event was a **Zumba day** where we had a licensed Zumba instructor organize classes running from 15 minutes to 45 minutes dependent on the grade. The kids loved the experience which was followed by a beverage and snacks.

-We also held our **annual International Supper**. Despite the rain, we had quite a large turnout.

-The last event we had for the year was a **fun day** for the kids at the end of the school year. We had bouncers outside as well as provided a lunch.

Parent engagement/involvement at the school level is extremely important to the student's success. With such a large student population, parent involvement is less than desired. One may attribute these low levels of commitment to a combination of the following:

- Economic and time constraints,*
- Diverse school experiences among parent*
- Linguistic and cultural practices*

The Home & School will give study to:

- *Clarifying for Parents how they can be of use in the school*
- *Encouraging Parents to be Assertive Advocates for their children's education*
- *Encouraging Teachers/Admin to develop a personal relationship of "trust" with Parents*
- *Understanding more the cultural context of the Parents/homes and draw from these contexts to enrich the classroom*
- *Finding out from parents, if possibly having a translator may assist in their comfort ability to volunteer and be more engaged in their children's education.*

Only with the Lord's help and strength will we be able to continue to work for His name's Honor and Glory.

**PCAA Home & School
Association**

Student council year plan

2024-2025

Deborah Amare, President

Sponsor	Vice president	Secretary	Treasurer	Pastor	Sargent @ arms	Yearbook editor	11/12 class representative
Pastor Young	Winnie Seo	Seffa Diongson	Xylin Marcellana	K'Lyn Peart	Kevin Filart	Jamayia Rowe	Betelihem Tekie

Fundraisers Objective/ purpose

For this year we intend to have as many fundraisers as possible in order to raise money so that we may have free events (banquets) for the students, and prizes to give out to the students.

Hot lunches

Food will be ordered, and in such cases for a hot lunch where the food is made by the student council, covid guidelines will be adhered to. Proper food handling and sanitation methods will be used, alongside adult supervision. Clean-up will happen simultaneously or immediately after all the food has been given out to students. For efficiency, the exact amount of food will be brought to each class and members of student council will hand out the food to each student (that ordered) in the classroom. For the satellite campus, a group of 2-3 members from student council (along with an adult) will go to the satellite campus to deliver the food there (following the same standard and procedures). Projections are listed at the bottom to give an estimate of the generated amount of income from holding such events. Estimated optimal dates (Wednesday or Fridays) for hosting the hot lunches are included as well

- Hot Lunch menu and dates
- Pizza, chips, juice, cookies
- Haystack / taco in a bag with juice and ice cream sandwiches/cookies/cream puffs
- December 6, January 17, March 14, April 11, May 9

\$400 - \$700 profit projection

Movie nights/gym nights/ay programs

Movie nights will be held on Saturdays after sunset. We are looking to utilize the gym and classrooms to play movies. The gym will accommodate those from k-4 while the classes will be used for the older students to watch movies. Every child that enters must be accompanied by an adult or a responsible older sibling. They will not have access to anywhere but the gym. Once everyone has been accounted for people will be called upon to pay and receive their order and return to their rooms to then begin their movie. All student council members are assigned to separate areas of the gym (and classes) to make sure there is no conflict and things are running smoothly. Once the movies are finished participants will be escorted out of the school in an orderly fashion, then clean-up will take place following that.

- To be held (once) every other month
- (300 dollars projected per fundraiser)
- The gym nights and AY programs should be advertised in churches as well · =1
- Dates and possible menu options
- movie night: December 7, February 22, April 25,
- gym night + ay: November 16, December 14, March 22, April 19, May 31
- Juice, chips, pizza, cookies, popcorn

Snack shack

Same as the previous year for Monday, Tuesdays, Wednesday, Thursdays, and Fridays during lunch period students can buy snacks that will be priced according to the menu. Prices will be set when the market price is known, so in that way we can set prices that will give us enough profit. There will be staggered times for students to come to purchase foods to avoid congestion in the hallway.

- Predicted menu items: chips, juice, gummies, and cookies
- Will be running through February to March (they will not happen every day of the week in order to adhere to the nutrition policy).
- \$300 – \$500 profit projection

Valentine chocolate or Candy cane Messages sales

- \$70 - \$100 dollar projection

- 5-7 chocolates in a goody bag, and the price will be set at \$3.00 - \$5.00 a bag is to be pre-purchased
- 1 Candy cane with a message (Bible verse) wrapped in a ribbon price will be set at \$2.00 - candy canes should be pre-purchased
- Chocolates / Candy canes will be from the 125-variety pack from Costco/Walmart/Superstore
- Valentine chocolate should be held in February (February 14th, 2025, Friday)
- Candy cane messages should be held in December (December 19th, 2025, Thursday)

Bible jeopardy

This year will be a house v/s house event where houses will elect representatives at different grade levels (1-6 & 7-12) to v/s each other where 2 winners will emerge victorious from the bible jeopardies that will be held. Winners will receive a prize that will be sponsored by the student council, specifics of the prize are TBD. Jeopardy will be held in matches where we will have 3 rounds before, we reach the finals. Points will also be distributed according to 1st – 4th place.

- Estimated costs \$50-\$100

Banquets

Christmas/ December banquet

The banquet will be held in 2 groups. The younger kids will be sent in as 1 group, and the older kids will be sent in as another group. The first group will be k- 4 and the second group will be 5-12. The students from the satellite campus are part of group 1, therefore group 1 will go first. When group 1 is finished the students from the satellite campus will go back and the 3-4 students will return to their classes. Once they leave, the student council will prepare the gym for group 2. Preferred times for the banquet to take place are from 9:00 am – 11:30 am for the first group, a 45 intermission for clean-up and lunch would then take place, and then from 12:15 pm – 2:45pm for the second group, and the remainder time would be used for clean up until dismissal at 3:15 pm. Food will be provided at 11:00 am for the first group and food will be provided at either intermission for the second group or at 12:15 pm when they arrive. Themes may or may not influence the activities that will happen throughout the banquet.

Date: December 20th Friday Estimated costs:

- Food: 1 juice, 1 bag of chips, 1 pack of cookies, and 1 slice of pizza per person

- \$300-\$350

- Decorations: will depend based on the theme of the banquet

- Anywhere from \$50 - \$150

Theme: Candyland

Budget: \$790.00 maximum amount to be spent

Food: pizza must be ordered on December 19 Tuesday

- Pizza: 25-27 boxes of pizza's

- \$300 - \$350

- Juice: 4 boxes of juice

- \$60

- Chips: 4 boxes of chips variety pack

- \$100 - \$130

food budget: \$450 - \$540

Décor

- Balloons

- Tablecloths

- Lights

- Lanterns?

- Paper

- \$100 or less preferably Activities:

- gingerbread building

- Different challenges

- Talent show
- \$150
- Ticket Prizes
- Photo booth - · <https://www.walmartphotocentre.ca/>
- 30 cents a photo for square polaroids
- Pre order forms will be sent out on Monday December 9th

Summer/ June banquet

Banquet will be a school wide event; banquet may be held in the same manner as the December banquet but in an outdoor setting rather than an indoor setting.

Date: June 20th Friday Estimated costs:

Theme: Jungle

- Food: 1 juice, 1 bag of chips, 1 freezie/ice-cream sandwich, and 1 slice of pizza/burger
- \$350-\$450
- Decorations/ equipment: will depend on theme of the banquet, but preferable to have a banquet that can be hosted outdoors.

School festival

Projection- \$600-\$700

This year the student council would like to host a school festival. Money would be raised to make this a low-cost event (or a free event if enough funds are raised). If all permits this event would take place in May. There will be different stations such as bracelet making, face painting, food stands (made and run by members of student council) etc.

- Food: Haystack, watermelon, freezies, juice and water
- Outdoor event
- date: May 16, 2025