



November 2021

Dear Burnett Parents and Guardians,

We are reaching out to all parents and families of students attending J.N. Burnett to ask you to consider a financial contribution towards the Parent Advisory Council (PAC) to be used for student activities throughout the year. As you know, the education budgets do not cover a lot of the activities that enrich our students' experience at the school. The PAC is approached for assistance with items such as extracurricular clubs and sports teams, conference days, Fine Arts, First Responders and Dry Grad. The PAC also provides monies towards post- secondary scholarships each year.

While the PAC applies for money from the BC Gaming each year, the amount we received this year is lower than due to a decrease in student enrollment. The school also has two large items that need to be funded: (1) new computers for the library (cost: \$16,000), (2) athletic department equipment (cost: \$4,000). We need your help to continue support these projects that enrich our children's lives and education, and to help the school fund the library upgrade and the equipment for the athletic department.

For all donations, please make cheques payable to "**J.N. Burnett Secondary**" and fill out the attached General Donation Form. Please ensure there is no reference to PAC written on cheques. (Please note that your donation will be used solely for Burnett activities, regardless of what the General Donation Form says). Donations can be dropped off at the **school office**. Any donation amount would be greatly appreciated, and tax receipts are available for donations of \$25 or more.

The PAC welcomes and encourages all parents to get involved in whatever way you can throughout the school year. For those parents who are unable to volunteer their time, a financial contribution is a great way to support our students. Your contribution will help create the best possible learning environment and experience for all students at our school.

Please show your Burnett Breaker Spirit by sending a donation. **Remember, every dollar raised will go directly to support Burnett students.**

If you have any questions about donations or how to get involved in the PAC or Dry Grad activities, please contact: Connie Huang, PAC Chair, at [connie\\_bobo@hotmail.com](mailto:connie_bobo@hotmail.com)

**Thank You for Supporting Your Children, and J.N. Burnett!**

7811 Granville Avenue  
Richmond, B.C. V6Y3E3  
Phone: (604) 668-6000

#### **GENERAL DONATION FORM**

*"The Richmond School District is the best place to learn and lead"*  
*Richmond School District (38)*



This document verifies that \_\_\_\_\_ (cheque/cash) at a total value of \$\_\_\_\_\_ was donated to the Richmond Board of Education.

The purpose for which I would like this item used is to assist

## **JN Burnett Secondary (PAC)**

(Name of School)

The Board will seek to fulfill the intent of this donation in compliance with the School Act and its Regulations, the Income Tax Act and its Regulations, and with Board Policy and Regulations. Donations can be subject to a general direction but decisions regarding specific beneficiaries of one of its established programs must be the exclusive responsibility of the Board.

Whenever possible, the contribution will be distributed either to the school specified by the contributor or to the Board's general operating funds.

Donations made to the Board to support a specific child's participation in an activity or tour will not be receipted by official tax receipts for Income Tax Purposes.

Signature of donor: \_\_\_\_\_

Date: \_\_\_\_\_

Is an official receipt for income tax purposes required?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please provide the following information: (PLEASE PRINT)

Name: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_

Province: \_\_\_\_\_

Postal code: \_\_\_\_\_

Phone: \_\_\_\_\_

Thank you for your support of School District No. 38 (Richmond)