

PAC Agenda / Meeting Minutes – October 17, 2023

Attendees: Kerry Alexander, Jenny Bowes, Roxanne Brooks, Kevin Cannons, Carly Carson, Andrea Daniels, Maria David, Nina Dobbin, Marc Falkenstien, Catherine French, Brad Gagne, Yoan Machado, Krista New, Marie O’Mahony, Bouthena Roman, Sean Rupert, David Schaub, Krista Scaligine, Martina Tallis, Conni Vogelfaenger

Regrets: Michelle Cranston, Ian Matheson

- 1. Call to order - 7:02pm**
- 2. Land acknowledgement**
- 3. Introductions**
- 4. Agenda approval** - Motioned David, Seconded Conni, Passed unanimously
- 5. Minutes approval** - Motioned David, Seconded Bouthena, Passed unanimously

6. Principal’s Report (Sean Rupert)

- Successful Terry Fox Run - exceeded fundraising goal
- Elementary athletics sports
 - Cross country and soccer are coming to a close
 - Volleyball is starting up
- Thank you to all the teachers that are helping out with the sports teams
- Our first learning update will be coming on December 1
 - There will be 3 updates throughout the year this year
- Goal setting meetings coming up next week
- First earthquake drill coming up on Monday

7. Committee reports

- Communication/Website (Krista Scaligine / Nicole Hennessy)
 - Neighbourhood Association - Community Liaison (Roxanne Brooks)
 - meet the first Wed of the month on neighbourhood topics
 - Provides some funding to some activities (bike to school week, caroling etc.)
 - Between the Bridges newsletter would like information about school or neighbourhood activities - please share any ideas or topics with Roxanne
 - If there are any additional funding requests, we can coordinate through Roxanne
- Yearbook (David Schaub)
 - No updates
 - Release form to create the yearbook is in progress

- Inclusivity & Diversity (Michelle Cranston)
 - No updates this month
- Fundraising committee (Jenny Bowes)
 - Jenny and Bouthena have been discussing creating Jolly Jar
 - If you have any jars or items for the jars (toys, Pokemon cards, candies, etc.), please drop off with Jenny (school drop off / pick up)
 - Possibly include in Christmas Bazaar
- Social (Ian Matheson and Marie O'Mahony)
 - Would like to understand more about the budgeting and evening access to the school
- Open committee positions:
 - Arts & Culture
 - Please contact PAC if you are interested in volunteering
 - Environment
 - Please contact PAC if you are interested in volunteering
 - Grade 6/7 Fundraising (graduation and camp)
 - David Schaub is attempting to gather contact information for the families of all the grade 6/7's
 - David is also trying to get all the parents on the Slack for easy communication
 - More investigation required on the pizza lunch fundraising activities

8. 2023 / 2024 Budget

- Actual costs from last year and proposed budget for this year
- Approximately \$30,000 to spend this year
- Sean provided wishlist from the school and teachers
- Annual gaming grant that we have applied for
- If you provide a donation through School Cash Online, a tax receipt will be provided
- Hot lunch will continue this year - may increase funds as we are starting with 2 days per week rather than 1 day as we did last year
- We will request from some funding from FCSNA
- We are exploring additional grants this year
- We are hoping to have the Spring It On Carnival again as well as the Purdy's fundraiser
- We try to spread the funding across different areas of interest and ages across the school as well as provide opportunities for students to have opportunities for different experiences

- We will spend accordingly with the fundraising coming in as expected
- Arts and Culture
 - Some additional performances this year
 - Saleema Noon - body science
 - Clubs and inclusivity events
- Sports and recreation
 - Gymnastics - motion passed in the previous meeting
 - Cross country and track & field teacher on call - in order to facilitate the coaching supervision of the students on the final meets, teacher(s) are required for the day - this cost is to provide teacher coverage
 - New equipment - game clock for gym
 - Team jerseys
 - Bike week
- Literacy
 - Library books and supplies (including lego wall)
 - Lego wall to allow the students to explore lego building - working on purchasing the lego
 - Conni - will we have a book fair? Sean will follow up with our Librarian Jordan
- Science and Technology
 - Replace 2 projectors - Ms Schick and Mr Hanvey
 - Garden / environmental club
- Class activities
 - \$10/student for field trips
 - In class activities
 - Including headphones for Applied Design (ADST) - Mr Watts - technology based activities
 - Class supplies
 - Grade 6/7 camp
 - Grade 7 year end celebration
- Community building events
 - Currently placeholders for events that happened in past years (Skate night, PACnic, Sports Day, Movie nights, Holiday Bazaar, etc.)
 - If volunteers are interested in organizing, we will understand the costs and provide funding and/or an entry fee to help these events break even
 - In some cases, we may provide money up front otherwise, receipts can be submitted for reimbursement after agreement on proceeding with the event (Catherine provides via e-transfer)

- Administrative fees
 - Supplies, bank fees, website, retirement/thank you gifts
- Nina - Purdy's fundraiser
 - This year Easter is right at the end of spring break, so we would need to run it earlier than usual in order to provide chocolates before spring break or the second week of March or alternatively aim for Christmas
 - Nina to contact Purdy's re the timelines
- Conni - Ms. Mitchell has requested a dry rack for art
 - Generally, we don't try to supply individual items for one classroom
 - The classroom funding could go towards this item
 - Sean will also reach out to Ms Mitchell and Conni
- David
 - Last year we received \$2000 in direct donation, so \$4000 budget may be high
 - If $\frac{1}{3}$ of the families donated \$35, we would be around \$4000 - however we may find that there is more donation funds from events for those more interested in events vs direct donation
 - We may wait to pay for some items until we know we will be receiving the expected funding
- **Motion:** To approve the budget for the 2023/2024 year. Motioned Kerry, Seconded Carly, Passed unanimously

9. Old business

- Hot lunch
 - A huge thank you to all the volunteers
 - There will be a weekly reminder email to the volunteers including the instructions
 - We are also planning to post the instructions on the fridge
 - If your child has a field trip on a hot lunch day, it must be canceled the week before
 - Pizza Fridays (Uncle Faith's) - 3 will be planned by PAC and then possibly passed on to the 6/7 fundraising to run
 - David - it might be helpful to move to Wednesdays since the grade 7's have their lunch activities on Friday's
- Halloween costume swap
 - Thank you everyone for volunteering and donating
 - We made \$100 and 6 bags of costumes

- Sheway sends their gratitude for our donations - they will buy baby food and diapers with the money
- PAC room
 - Some teachers will help sort and clean the parking storage to shift the PAC storage there
- Coffee Fridays
 - November 3 - Bradley will coordinate
 - Please bring your own mug - coffee will be provided

10. New business

- Saleema Noon
 - She is coming back this year
 - Zoom link was in the October newsletter and will be sent out again
 - Nov 1 and 2 - the students will have their sessions
- Holiday Bazaar
 - Please start thinking about items you could donate to the holiday bazaar (household items, wrapping paper, toys, books, games, etc.)
 - This is also a joint fundraising activity with grade 6/7 fundraising as they help with the present wrapping
- Movie night in the gym
 - Propose having a movie night in the gym towards
- Bradley Gagne items
 - Supporting the Port Coquitlam school that burned down - Krista to follow up with Bradley
- Caroling night
 - David may be interested in organizing this event again
 - David will coordinate with Roxanne on meet up location and coordinate with the Community Association
- Schedule next PAC meeting (via zoom)
 - **Tuesday November 14 at 7:00pm**

11. Meeting adjourned 8:20pm - Motioned David, Seconded Carly, Passed unanimously