

## **PAC Agenda / Meeting Minutes – January 23, 2024**

**Attendees:** Roxanne Brooks, Carly Carson, Bradley Gagne, Nicole Hennessy, Chris LaClare, Lindsay, Ian Matheson, Krista New, Patrick Olteanu, Marie O'Mahony, Maria, Bouthena Mock, Sean Rupert, Krista Scaligine, Martina Tallis

**Regrets:** Kerry Alexander, Michelle Cranston, Catherine French

- 1. Call to order - 7:20pm**
- 2. Land acknowledgement**
- 3. Introductions**
- 4. Agenda approval** - motioned Carly Carson, seconded Chris LaClare, passed unanimously
- 5. Minutes approval** - motioned Carly Carson, seconded David Schaub, passed unanimously
- 6. Principal's Report (Sean Rupert)**
  - Shout out to all the volunteers that made all of our December and January events successful!
  - New staff joining in January
  - New sports will be starting in January
  - Notices should be coming from classroom teachers on the parent/teacher conferences in the next couple weeks
  - March 12 will be the next written report
- 7. Committee reports**
  - Communication/Website (Krista Scaligine / Nicole Hennessy)
    - No new updates
  - Yearbook (David Schaub)
    - The school will send out a new media release form to be collected so we are able to create the yearbook
    - There is a google form and an email address for parents to submit photos for the yearbook. These will be included in the next newsletter
  - Inclusivity & Diversity (Michelle Cranston)
    - How was Black Excellence day? (Sean Rupert)
      - Overall went well - display on the hall board
      - More discussions in February
      - We are open to additional suggestions
    - Pink Shirt Day
      - Sean - let us know if the school need support from PAC

- Fundraising committee (Carly Carson)
  - FCE School Dance
    - Sara made us a poster that's been posted at the school
    - Tuesday February 13th
      - 3:30 - 4:30 K - gr 4 must be accompanied by an adult
      - 4:30 - 6:15 gr 5 - 7
      - Dance/music is planned in the gym and food/eating in the hall outside the gym
      - Tickets and hot dog sales go live Jan 24
      - We are looking for more volunteers (setup, photo booth, snack bar, supervision)
      - The logistics will be further coordinated with Sean
  - Hot dog machine
    - Hot dog machines cost \$300 - 350 + delivery; these make approx approx 30 hot dogs at a time
    - With many food orders, instant pots, etc won't allow the food to be cooked quick enough
    - **Motion:** If funds are available and the \$USD purchase works with Catherine's review, PAC to purchase a hot dog machine up to \$350, motioned Krista Scaligine, seconded Bouthena Mock, passed unanimously
- Social (Ian Matheson and Marie O'Mahony)
  - Is there a set budget for Social committee?
    - Generally, committees aren't funded, but events are funded
  - Do the events need to be a fundraiser?
    - This is up to the PAC
  - We would like to have a family board games night in February
    - Gr 6/7 could help out if they are interested
    - Parent involvement
    - Light refreshments - snack bar and drinks
    - Possibly Thursday February 29, suggested 4 - 6pm
    - Table/chairs setup
    - Ian/Marie to email plan to Krista and Sean
- Budget (Catherine French)
  - No new updates
- Grade 6/7 Fundraising (graduation and camp) (Chris LaClare)
  - Mr Hyde met with a group of parents in October
  - Chris' idea is for the 3 grade 6/7 divisions as a friendly competition to collect containers to submit to Return it express - refundable beverage containers for fundraising

- \$250 raised so far and the students are continuing to collect
  - Next year's groups can continue this on since it's already setup
  - Additional pizza lunch days will be run by the grade 6/7's
  - Chris - wondering how much funds will need to be raised?
    - Sean - we should know in the next couple weeks
  - Reminder that freezie sales were a large hit last year
- Open committee positions:
    - Arts & Culture
      - Please contact PAC if you are interested in volunteering
    - Environment
      - Please contact PAC if you are interested in volunteering

## 8. Old business

- Holiday Bazaar
  - Money raised from holiday bazaar - almost \$1600
  - Vancouver Donation for unsold items
    - They picked up when expected, so recommend using them again in the future
  - PAC saved some unsold items for spring carnival prizes.
- Movie night
  - We raised approximately \$1000 and the nights were well-received by the children
- Coffee Fridays
  - Brad would like to do every two weeks
  - Next coffee friday is January 26 - look forward to seeing you there!

## 9. New business

- Hot lunch volunteers and cutlery; No volunteer model
  - We have no / low volunteers for the hot lunches - more volunteers welcome!
  - When volunteers are low:
    - Student runners from divisions 1, 2, 3, to collect the bags
    - But we need volunteers for:
      - Bags out before catering gets there (morning - 11:45am)
      - Bags collected and put back in the PAC room ~1:15pm
    - Sean - is working on how this can be done logistically and will reach out to PAC if this doesn't work out.
- Volunteers in general- how do we increase participation (class parent idea)
  - We could ask the office to send a plain text email to all parents

- Stress how important and needed the volunteers are for our events
- Purdy's Easter Fundraiser
  - Nina is unable to organize the pick up and deliveries of the Purdy's Easter fundraiser, please reach out to Krista or PAC
- Schedule next PAC meeting (via zoom)
  - Tuesday March 5, 7:00pm

**10. Meeting adjourned - 8:29pm** motioned Krista Scaligine, seconded Carly Carson, passed unanimously