



**Parent Advisory Council
Pitt Meadows Elementary School
École Élémentaire Pitt Meadows**

**PAC Agenda
[June 9, 2020]
[Zoom]**

Meeting begun: 6:35

Meeting adjourned: 7:49

Minutes by: Joy Logie

Welcome & circulation of Attendance Sign In Sheet

Rachel Rougeau, Kristen McDonald, Heather Rhodes, Amber Potter, Erin Schwarz, Megan Mercier, Shelley Machan, Luba King, Arlen Sagard, Alices Shandler, Lianna Henderson

Review & Acceptance of Agenda

- *Motion to accept agenda by Kristin McDonald. Seconded by Erin Schwarz . Approved.*

Review and acceptance of Minutes of last meeting

- *Motion to accept agenda by Erin Schwarz. Seconded by Raschel Rougeau. Approved.*

Administration Reports

Principal's Report

- N/A

Committee Reports

Chair Report (chaired by Kristen MacDonald)

- Kristen is looking at updating the PAC bylaws. They have not been updated since 2005. DPAC will need to approve the updates.
- Lunch Doctor GC's were bought for staff thank you's
- Megan Mercier as Health and Safety Officer by acclamation
- Alices Shandler as Fundraising Chair Committee by acclamation
- We are re-evaluating the budget because of how our fundraising will work with the uncertainty of the uncertainty of COVID 19. If funding is needed for a speaker or an event, it will need to be requested on an individual basis. We are very welcome in to helping support the teachers, staff and students any way we can. New form for Proposal Budget Request will need to sent PAC before the 2nd Wednesday of the month.

Fundraising Committee Report (Heather Rhodes, Rachel Rougeau)

- A welcome event back at the end of August or in September. Possibly a drive-in movie event.

Treasurer (Luba King)

- Bank account is almost setup for transfers.
- Will approve the budget in September when we know more of what the school year will look like.
- Add a line in the budget for Savings (Contingency Line).
- Looking at increasing the COVID Funds in the budget to 11,500.00.
- Budget Review. Each division has \$200. Water filters for water bottle filling stations. Emergency Bin supplies need to be updated and replenished.

CPF Report (Shelley Machan)

- N/A

DPAC Report (Erin Schwarz)

- Executive elections over Zoom Thursday, June 11, 2020.
- Talking about extending the Pro-Zoom license.

Fruit & Veggie Report (Joy Logie)

- N/A

Health & Safety Report ()

- Everything has been updated in the Emergency Bin.
- Updating Megan on what is need for the Emergency Bin. Info on PAC website on our Health & Safety. Will need more water for the Emergency Bin. Look into possibly adding Personal Protection Equipment for the Emergency Bin.
- There may be a key for the Emergency Bin at the PM Community Centre. Megan to touch base with the principal to find out where all the keys are located.

New Business

No new business.

Next PAC meeting: 6:30pm September 9, 2020

We look forward to seeing you at the next meeting.

Upcoming Dates to Remember

	When	Where
What		
PAC Meeting	2nd Tuesday of the month at 6:30pm	

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