



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

**PAC Agenda
April 10, 2018, 6:30 pm
PME Library**

Meeting begun: 6:30pm

Meeting adjourned:

Minutes by: Eileen Hurlbert and Lianna Henderson

Welcome & circulation of Attendance Sign In Sheet

○

Review & Acceptance of Agenda

- *Agenda accepted. Motion by Eileen Hurlbert, seconded by Sue Pasha. Approved.*

Review & Acceptance of previous meeting minutes

- *Motion to accept minutes by Luba King, seconded Kristen McDonald. Approved.*

Administration Reports

Principal's Report

- Thursday is Jersey Day. A teacher has family in Humboldt, which is why money will go toward the cause.
- Staffing for next year: 8 English divisions, 17 French
- Painting of the intermediate playground- there may be time before the end of the year and it will be covered by the district. The surfacing of the sports court- the district would like time before they commit. The district has a new grounds director and they will be focused on puddling, roots and pavement conditions.
- Stephanie has contacted Rick about signs on 119 to encourage parents to continue to legal and safe parking locations. There are no official signs available, but he would support signage along our fences.

Committee Reports

Chair Report (chaired by Kristen McDonald)

- Parent survey: good sample size, with pretty good representation across grades. Feedback for the PAC was to support emergency supplies, playground equipment and upgrades, after-school programs, evening parent events, billboard for information, more lunches... There was one concern brought up that PAC was difficult to reach and communicate with- we are hoping that it has been resolved through gaining more control over the Facebook, email and website.
- With regard to after-school programming- wondering about lego club revitalization, Mad Science, theme nights, AIK running (thinking if we reach out with a donation, they may be willing). The United Way/Community Outreach Program is running programs after school on Wednesdays, but currently enrolment is low.
- With regard to billboard/signage- Cheri Hamm has offered to purchase the signs with a banner advertisement. We are not able to promote a business, but we can do a 'thank you for the donation or sponsorship' to businesses. Stephanie will double

check what the district requirements may be. We also want to make sure that donations are equal opportunity. 'CARD the YARD' may be a way to promote events and offered by a mom in the school (Danielle)- it is signage in the yard and can be done day of.

- AGM- hope to have a calendar of events and elections. The DPAC representative position will be open, as well as Eileen's VP position (although she will be able to assist with MunchaLunch)
- MunchaLunch- Pita Pit wanted paper orders so that they can be placed with individual orders; however, stickers can be printed for each student/order. Little Caesars went well, with no errors and positive feedback from teachers and families. Two families chose to pay cash, but the rest was handled online.
- Tri-fold pamphlets/flyers will be made for September about PACs and events, and may be a spot to invite sponsors
- Kristen is wondering if there is a way to have a PAC school rep or president email list to share information. There is a DPAC facebook site which may be a good way to reach out.
- BCAA Grant- Sue Pasha will look at possibility of creating a 2 minute powerful video including all community groups with vested interest.

Treasurer's Report (Review by Luba King)

- We have brought in \$28000 so far this year, and we are budgeted to spend \$31000.
- We may want to revisit the black curtain expenditure, and emergency supplies

CPF Report (Nicole Gatto)

- Meeting will be next Wednesday, 6:30pm at ELE.
- July 23-27, registration will be open soon with theme announced.

DPAC Report (Rachel Hess)

- Highland Park representative said thank you for all the donations from all the giving schools (we donated \$100)
- Gaming grants- discussion about how to spend money. Gaming money must be spent on the majority rather than the minority. Gaming records must be kept for up to 5 years. Signing authorities cannot be related or associated, and bank statements should be seen by more than one person. Gaming licenses should be applied for draws, raffles and cake walks. Any misunderstanding and questions can be directed to the BC gaming email contact.

Fruit & Veggie Report (Sylvia Shang)

- Sylvia will accept nominations for the position for next year, and volunteers are always welcomed!

Health & Safety Report (Marcella Boggio/Eileen Hurlbert)

- We can put a lock box with a key (like a realtor box) on the bin. Stephanie will double check, but the impression is that the district will purchase the box and maintain. She will also check if someone (a PAC rep/exec) can have a key offsite.
- For the next item- tents for shelter. Eileen will reach out to WestCoast to ask who they use as a supplier. Eileen has found prices that range for \$60 and up. Space in the bin is also limited. We will start with the purchase of 5 tents and 15 tarps and rope. *Motion to approve the purchase of tents and tarps for up to \$1500 by Kristen McDonald. Seconded by Rachel Hess. Approved.*

Fundraising Committee Report (Amber Potter/Lucero Crews)

- Ideas: Driving spots for bid (as at Kanaka where spots go for \$1200+); advertisements in school newsletter (as at Edith McDermott where monthly adds go for \$20)
- Garage Sale- Kristen would like to copy flyer and put in kids' planners, and then open up to the community. Stephanie will reach out to high school to use their tables, and Amber and her father will bring them- Barb and Stephanie will open the school for storing the tables. One idea is to purchase 2 'sites'- 1 a table, and one a

parking stall so that they don't need to walk gear to or from. The other, is that loading and unloading can only happen during the setup/breakdown period. We need to sell tables and we need volunteers.

New Business

Next PAC meeting:

We look forward to seeing you at the next meeting.

Upcoming Dates to Remember

What	When	Where
PAC Meeting-AGM	May 15, 6:30pm	Library
Garage Sale	April 28	Parking lot

