



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

**PAC Minutes  
April 11, 2017, 6:30 pm  
PME Library**

Meeting begun: 6:35pm

Meeting adjourned:

Minutes by: Lianna Henderson

Welcome & circulation of Attendance Sign In Sheet

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Review & Acceptance of Agenda

- *Agenda accepted. Motion by Rachel Hess, seconded by Eileen Hurlbert. Approved.*

Review & Acceptance of previous meeting minutes- with one edit re: Photo

Express rebate amount (\$1300 rebate; 10% of \$13000)

- *Motion to accept minutes by Kelly Job, seconded by Eileen Hurlbert. Approved.*

## **Administration Reports**

### **Principal's Report**

- Conferencing went well with a lot of positive feedback. Third reports will be summative and delivered online through the portal, and be based on individual subject areas.
- Wheelchair week before spring break was a success- all students participated.
- Carnival- lots of positive feedback.
- Saleema Noon's peer will be here for the parent presentation on May 11 and student presentations following. A negative-consent form will go home. The invoice is \$1500, which we will have at the May meeting.
- Photo Express contract- May 30 will be class photos, panoramas and club photos. With regard to our contract, if we are happy and sign for 3 years we will receive 12% rather than 10% back. We are reluctant to commit to 3 years at this point, and will commit to 1 year renewal. Stephanie will pass the message on.
- Money will be allotted to school board as a per capita amount. Our school will receive up to \$29000, and needs to be used for the redesigned curriculum. The money in the PAC budget allotted to curricular items may be redirected. The staff has met and discussed the purchase of: ADST items, sensory items, intermediate manipulatives, primary instruments, gym equipment, early literacy resources, First Nations' resources. When the purchases are made, we can adjust budget as necessary.
- Mrs Martinek went on mat leave, and Mrs Barry has replaced. Mme Mathay is on a leave and will return in September, Mme V will replace. Mme Wear is leaving for mat leave and will be replaced as well.
- We will be returning to language of the 2002 contract; class sizes will be returned: 20 for K; 22 for primary; 28 for intermediate with rules for coded students. The school is full, and this may create a squeeze. However, this may allow for limited or no layoffs.

## Committee Reports

### Chair Report (chaired by Kelly Job)

- AGM next month: need elections officer and nomination form. We need to find an officer – Eileen will email Gavin to see if he will do it again or will ask Amber Potter if she's interested.
- Primary fun day – to plan for June 23- we need 2 parents per station (28 parents)- Stephanie will organize through the newsletter and PAC site. We also need lunch crew to cook and distribute (approx. 8 volunteers)- Eileen will organize. Could be organized in trial-cafeteria-style. Luba will look into borrowing the cafeteria supplies from LVE; we need to look into FoodSafe regulations. Eileen will look into revisiting Arctic Meats with our business.
- Urban Safari- Stephanie will look into dates available, and let Kelly know. Kelly will look at amount in line.
- Cultus Lake is Friday, June 23- we have put aside \$2000 but would like invoice as soon as possible- invoices can be scanned/texted to Kelly
- Staff Appreciation- June 7; we will ask for donations (email Lianna)
- Playground: ActiveFit does exercise equipment; Henderson has rock walls and climbing equipment

### Treasurer's Report (Review by Kelly Job)

- The grade 7s collected 714 bonhomme bucks; the bucket went missing after the first ½ hour so we don't know the exact amount. We are proposing writing a cheque to the grade 7's for \$500 to split between the English and French. *Motion to pay \$500 to grade 7's by Kelly Job. Seconded by Eileen Hurlbert. Approved.*
- \$1900 from Carnaval had to go into gaming from basket raffles and cake walk
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### CPF Report (Nicole Gatto)

- Next meeting is next week on April 19 at 6:30pm
- We have planned summer camp, and are hoping to open registration in May
- We will email link/content to Eileen for CPF materials

### DPAC Report (Luba Andrews)

- Dinner is coming up next month (May 25 at 6pm) and 3 PAC members can attend- Luba will attend but we need to RSVP by May 5
- The DPAC was hosted at PME, and the kids had created a video to show the school

### Fruit & Veggie Report (Sylvia Shang)

- Tomatoes this week- arrived today, will be distributed tomorrow

### Health & Safety Report (Eileen Hurlber)

- Bin onsite: filling; cost of food - Civic Safety sent a quote of costs for food to cover 20% of students for 48 hours. The food items quoted is for energy bars (5year shelf life); Chef's Banquet ARK meals (25year shelf life) which need to be hydrated and heated; MRE meals (5year shelf life) are ready to eat. We feel that the energy bars are currently the way to go- at a quote of \$1576.80. *Motion to spend \$1576.80 from gaming to purchase energy bars by Lianna Henderson. Seconded by Rachel Hess. Approved.*
- We need space blankets for the 20% who will likely be at school for longer than a few hours. We would like teachers to inventory items in bags. (garbage bags can be extras as well)
- We think we will need more water for the students who will be here longer- Eileen will look into it.
- Stephanie will track down the list of priority items from the district

### Fundraising Committee Report (Lucero Crews and Sue Pasha)

- Summary of Carnaval- profits were approximately \$5000. We would like to send letters to supporting businesses to thank them- Eileen will create on letterhead and

hand on to Sue to distribute. Next time, walkie-talkies would help organizers- they are available. Special thank you to Custodians and Administrators.

- Yearbooks- cost will be \$15, made by photo-express. Title page contest on now.
- Pita Pit-date was changed from original- pushed back by a week.
- CF- holding a fundraiser organized by parents; community member (Danielle Linfoot) has suffered and has a 'gofundme' page and a fundraiser. We can spread the word.

## New Business

Next PAC meeting:

**We look forward to seeing you at the next meeting.**

Upcoming Dates to Remember

<b>What</b>	<b>When</b>	<b>Where</b>
<b>PAC Meeting</b>	May 16, 2017: AGM/Elections	Library
<b>Movie night</b>	May 26, 2017	Gym
<b>Staff Appreciation</b>	June 7, 2017	



