



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

**PAC Agenda  
Jan. 16, 2018, 6:30 pm  
PME Library**

Meeting begun: 6:30pm

Meeting adjourned: 8:15pm

Minutes by: Eileen Hurlbert and Lianna Henderson

Welcome & circulation of Attendance Sign In Sheet

Review & Acceptance of Agenda

- *Agenda accepted with one change- Rachel Hess is the DPAC rep rather than Luba. Motion by Kristen McDonald, seconded by Eileen Hurlbert. Approved.*

Review & Acceptance of previous meeting minutes

- *Motion to accept minutes by Kristen McDonald, seconded by Eileen Hurlbert. Approved.*

## **Administration Reports**

### **Principal's Report**

- Photo express- would like to ask if we will be renewing for a 1/2/or3 year contract. There have been some complaints about capturing our child, and the quality of the photos. We would like to add a 'satisfaction with photo express' element to the parent survey. We would like more time to be taken with each student. Perhaps class photos could be done in the fall too. We will gather feedback, and then see what changes/requests need to be made.
- Lighting- new lights were installed throughout the school. They are very bright, but there will be dimmers. The installation was supported through a grant from BC Hydro.
- Family Literacy Night is January 29. Geared to primary students and their families. Come in pj's and read with your family.
- There are 3 new RCMP liaisons. They will come in to do social media training with the grade 6/7 students, targeting issues. If it goes well, we can ask that some information to be shared with grade 4/5s.
- Traffic safety/crossing guards- Stephanie approached the RCMP liaisons and the city and school district. The city feels that there is a lit crossing and that should be sufficient. The district feels that it is a liability issue- traffic guard may be liable for any accident that did happen; therefore, it is not sanctioned by the school district. If, as parents, we want to bring it as an issue to City Hall. Stephanie did request signage to be considered/installed on school property to remind drivers of the school zone. We have a couple plastic people that can be put out as visual reminders, and Amber will look into prices of purchasing more.
- 16 siblings for FRIM and 5 siblings for English are registered early. We plan to have 2 FRIM K classes and 25 English places. Wednesday at noon is when registration will

open for in-catchment student. Grade 8 registration is coming up: PME students will attend PMSS.

- Science ALIVE is being organized by Mrs. Lemmon. There is incentive and price reduction for signing up for computer science; but the remaining price is \$1200 for workshops. There is \$2500 in our 'guest speaker' budget, and a request for the funds to come from there if possible. We will pay the \$1200 out of the guest speaker line.
- For the remaining guest speaker amount, we will try to find someone speaking to internet and computer safety.
- A couple of teachers have asked for fundraising dates.
- Mr. Hume has requested \$300 for his class to participate in rocket activity. PAC encourages the activity, but there is some reluctance to fund the activity for a single class. We are wondering if the class would be willing to do some fundraising toward the costs (with PAC support/resources); if they are able to share the learning with others or reuse the items.
- DDA approached the school to ask if we would consider participating in a clothing drive.

## **Committee Reports**

### **Chair Report (chaired by Kristen McDonald)**

- PAC email- Kristen has not been able to access the old email account, so a new one was created and has been added to the website and will be added to newsletter: pittmeadowselementarypac@gmail.com
- Bylaw feedback- draft that we have is 2005 (should be reviewed every 2 years)- we want to review and make any changes necessary for our PAC. Edits: change the mission/purpose to match the website. Edit and return to Kristen as soon as you can.
- Survey for parents/parent handbook- survey to parents to see where priorities are for funds raised and what the PAC should be. It will go out in newsletter/portal and on the website.
- Basketball court: Stephanie has requested a paint-job on the playground and some basketball court refreshing. She will look at costs and timeline, and we will look at adding money if necessary to speed it up.

### **Treasurer's Report (Review by Luba King)**

- Art cards- we made over \$1000 but it was stressful and there was a charge for our samples- Eileen may seek other options for next year; Christmas market- over \$2000; poinsettias made over \$400; lunch days- each day earns around \$600- we will try to include gluten-free options when possible.
- Chequing is sitting at \$36000; Gaming grant came in at around \$11000. In total; there is close to \$54000. We need to maintain \$37000 for budget.
- Orders have been late and done incorrectly- with an online option (munch-a-lunch at \$250) we are not responsible for dealing with parents and families or challenging order forms. Golden Ears Elementary is on it and we could check with them how effective it is.

### **CPF Report (Nicole Gatto)**

- Meeting tomorrow at LVE at 6:30pm

### **DPAC Report (Rachel Hess)**

- 8 portables (funded by MCFD) will be dropped throughout the district to serve as daycares.

### **Fruit & Veggie Report (Sylvia Shang)**

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### **Health & Safety Report (Marcella Boggio/Eileen Hurlbert)**

- Stephanie has had an extra key made. Eileen was thinking that a realtor's lockbox may help keep the access to a key more possible.
- Water barrels are full. 750L still needed. Boxed water- will last 2 years and we would need 50 of them. The total is \$285, as long as there is space. *Kristen McDonald motions to spend \$285 on 50 water cases. Seconded by Rachel Hess. Approved.*

**Fundraising Committee Report (Amber Potter/Lucero Crews)**

- Profits and reflections from Christmas market, poinsettias and art cards- in budget breakdown
- Lunches planned for Feb/Apr

## 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>	Tuesday, Feb 20, 6:30pm	Library
<b>Planning committee meeting</b>	Tuesday, Jan 30, 6:30pm	Library
<b>Pita Pit</b>	Wednesday, Feb 21	
<b>Pizza Day</b>	Wednesday, Apr 11	



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