



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

**PAC Minutes
January 17, 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 Kelly Job, seconded by Jenn Camillo. Approved.*

Review & Acceptance of previous meeting minutes

- *Motion to accept minutes by Aimee Bilodeau, seconded by Eileen Hurlbert. Approved.*

Administration Reports

Principal's Report

- Student presentation/request: garden- request from grade 7 leadership team for their coordinated effort. There is a line of \$300 in the budget, which we are inviting the team to use. The team is also invited to approach Meadow Landscaping and they have approached Triple Tree.
- In spite of weather, students have settled back in. Weather impeded outdoor play today, and hoping for melt so that kids can go outside.
- Assembly last week to review expectations
- Pro-D yesterday: teachers rotated through stations. Money will be infused into schools, at PME it will mean a 1.0FTE teacher. Teachers spent time discussing how best to use this teacher to collaborate and assist learning (ie. Reading groups, reading assessments, math support). It will work out to approx. 10hours per teacher. Going forward: the structure of the school will be a challenge as the space is all currently being used. A change to class size and composition may make class building a challenge. In addition, teachers explored the new curriculum: First Nations Principles; ADST; community-building projects (celebrating Canada).
- Money was raised for kitchen supplies and leadership initiative at the Christmas Concert.
- Requests by teachers: for Robotics the district purchasing is trying to find the BB8 features in a less expensive model; Saleema Noon- there will be \$2500 available, and we would like to include a parent-info night; Science Alive (May) request- \$800 from us and \$2 per student (thought that there may be some room in the 'presentation' budget)
- Looking back through the records, it looks as though the PAC bills may add up to \$4000. With that in mind, the budget does not have room for extra spending right now. Going forward: we would like to have all receipts in by an annual deadline (July 31), and we can consider putting a lump sum in an office account so that they can control classroom funds. We are reluctant to commit to bigger spending items.

- Longterm plan: was to have a screen installed then the projector later. The installation cost came in higher than expected; and there will be a cost associated with projector installation. The school has used some funds for purchasing the projector, and may need money for installation.
- Clothing drive- grade 7's are invited to run as a fundraiser

Committee Reports

Chair Report (chaired by Kelly Job)

- Wheelchair basketball – can we support – again, we will see amounts available in the presentation account and money returned to kitchen. Payment does not need to be made until they present, but presentation will be booked.
- Website went live last week, any feedback?
- Strategic Planning: short-term- to spend gaming within time frame (ADST, other), emergency food items, stage curtains; mid/long-term- tents, tarps, buckets and shovels, hygiene items for emergency; playground equipment (district will cover safe landing space)

Treasurer's Report (Review by Aimee Bilodeau)

- Anything with double asterix next to it, is a recurring line
- Bank statement has not been delivered recently
- We will deal with all invoices/receipts and discuss available funds at that time

CPF Report (Nicole Gatto)

- Film festival- Feb. 21
- Hosting community movie event at LVE- doors open at 6pm, Storks begins at 6:30pm
- Late Immersion information night January 31 from 7-8
- Feb 15 is next meeting at Eric Langton in the library

DPAC Report (Luba Andrews)

- Nothing to present

Fruit & Veggie Report (Sylvia Shang)

- Nothing to present

Health & Safety Report (Marcella Boggio)

- Comfort kits (Luba)- collecting from families can cause administrative headache and inequality in the case of emergency
- No update on bin arrival time frame
- Backpacks have water and space/foil blankets- there may not be enough to meet requirements/suggestions; may be good to have food on hand too- whether we purchase granola bars or vacuum packed food can be decided based on budget. Kelly will research costs and Aimee will see what money is available.

Fundraising Committee Report (Lucero Crews and Sue Pasha)

- Movie night date (Lucero)- Jan. 27; we will show "The Secret Life of Pets" doors open at 6pm with free entrance, movie begins at 6:30, concession
- Hot lunch (Luba)- something may be changing with Subway orders; cafeteria-style lunches may work- Luba, Jenn and Amber would be willing to try BUT we need to go over logistics before we can be sure that serving food and kids getting food would be streamlined
- Pizza Day: Feb. 23, order forms need to be in by Feb 15, aim to have them out Feb 11 (Jenn and Amber will coordinate)
- Carnival update (Sue/Shelley/Amber)- meeting last Tuesday, there is a team of people: Amber is volunteer coordinator and has a good number already including teens; Sue will ask for people/husbands to fix games; donations are coming in from businesses; building theme baskets will be done in pairs of classes and Sue will coordinate by placing boxes and raffle tickets in each classrooms for loonie-bags, books and basket items (may want to run in theme weeks for organization)

purposes); door decorating contests- winners and runner ups get class prizes; Sue is coordinating bonhomme bucks- copied and collected from PAC closet (to be bundled in groups of 10, or \$5), pre-sales and kickoff to happen after Family Day workshop; Grade 7's will run facepainting and collect their money for year-end activities; snowcones will run in middle portable; companies can run station but asked not to actively recruit. Next Tuesday at 2:30pm there will be a carnival meeting.

New Business

Next PAC meeting:

We look forward to seeing you at the next meeting.

Upcoming Dates to Remember

What	When	Where
PAC Meeting	Tuesday, Feb. 21, 6:30pm	
Movie Night	Friday, Jan. 27	Gym
Pizza Day	Thursday, Feb. 23	
Carnival Meeting	Tuesday, Jan 24, 2:30pm	

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