



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

**PAC Minutes
May 15, 2018, 6:30 pm
PME Library**

Meeting begun: 6:35pm
Meeting adjourned: 8:05 pm
Minutes by: Lianna Henderson

Welcome & circulation of Attendance Sign In Sheet

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- Review & Acceptance of Agenda
 - *Agenda accepted. Motion by Eileen Hurlbert, seconded by Amber Potter. Approved.*
- Review & Acceptance of previous meeting minutes
 - *Motion to accept minutes by Kristen McDonald, seconded by Sue Pasha. Approved.*

Administration Reports

Principal's Report

- Track and Field: Mr. Severud is gearing kids up to the meet.
- Parent volunteer appreciation tea: will be run by the staff, and invitations will be Wednesday, June 13.
- Primary Fun Day- Teachers will come up with the stations, and parents will run the stations. They would love if the PAC could provide lunch for Friday, June 22. Eileen ran the lunch last year, and would suggest doing pizza rather than hotdogs to cut down on the parents required. There will be approx 300 kids.
- Waterslides: PAC contributes \$2000 toward the bus and day costs, Stephanie will take some extra from the principals fund to keep the costs at \$20/kid.
- Signs have gone up on 119th to remind parents of safety.
- Stephanie has continued to talk to the district about painting the playground.
- Grade 7s: FRIM just finished hosting the grade 7s from Quebec, and it went well. The English grade 7's have been at Camp Jubilee for the week.
Leaving Ceremony- parents have met, and the decorating committee will meet May 24. Thanks to PAC in advance for the money in the budget that goes towards that.

Committee Reports

Chair Report (chaired by Kristen McDonald)

- Elections (run by elections officer, Susan Caldwell)
Chairperson- Kristen McDonald elected by acclamation.
Treasurer- Luba King elected by acclamation
Secretary- Lianna Henderson by acclamation
Vice-chair-person-
DPAC rep- Erin Schwarz by acclamation
Fundraising coordinator- Amber Potter by acclamation

Health and Safety- Eileen Hurlbert by acclamation (needs help with loading as items arrive)

Fruit and Veg- Sylvia Shang elected by acclamation

CPF rep- Nicole Gatto elected by acclamation

- Bylaw feedback- Motion by Kristen McDonald to destroy the secret ballots when positions are uncontested. Seconded by Lianna Henderson. Elections are typically done by secret ballot when positions are open.
- Event dates (penciled) for next year: Carnaval (Feb. 22), xmas market (Nov. 15- maybe ask if Scholastics sales want to run at same time), spring bingo/pubnight, movie nights
- Playground- Kirsten is looking for quotes on re-surfacing. May look into adding natural elements, tires, rock wall. We feel we need costs to drive fundraising and enable grant applications.
Field/trees: field is well used, but should be leveled again- which the district can/will do. Trees with roots exposed may need to be removed/replanted.
- Decision on MunchaLunch for next year- we have paid approx. \$235 in fees, but we have had over \$4000 pass through the system. The orders were error free. Subway will no longer carry apple slices- we will replace it with yogurt tubes on the order form.
- Open House/Meet the Teacher- as a PAC we would love to have a later Open House
- Staff appreciation luncheon- June 12- Lianna will recruit food, and Amber/Kristen will organize staff room

Treasurer's Report (Review by Luba King)

CPF Report (Nicole Gatto)

- Summer camp- STEM themed "Engineering Adventures"- registration is being accepted and information is online
- Meeting/AGM tomorrow- our president is stepping down tomorrow. LVE at 6:30pm.

DPAC Report (Rachel Hess)

- Meeting did not have anything related to PME

Fruit & Veggie Report (Sylvia Shang)

- Tomatoes most recently

Health & Safety Report (Marcella Boggio/Eileen Hurlbert)

- Update on emergency bin contents- \$1500 was approved for tarps and tents, and Eileen has purchased them from Amazon. 5 Tents were around \$170 each and 10x10. Tarps were purchased too. We could use them for other outside events by PAC – with responsible use. \$1387 was spent.
- Real estate box is allowed, but we have not installed. Stephanie will inquire to see who will purchase/install.
- Water is the only thing that will expire next year- we will plan to use on Terry Fox day and Open House Day.

Fundraising Committee Report (Amber Potter/Lucero Crews)

- Garage sale- rain came down hard, but we appreciated
- PAC events will ONLY be the big items (winter sale and carnaval or spring event) and FOCUSED/THEMED events for students/community- including after-school clubs, art-cards, movie nights, lunches.
- Looking at PME clothing options and would have a 'blitz' in September- maybe tied to Open House event. The school has previously used Robert-Brown-Graphics.

New Business

Next PAC meeting:

We look forward to seeing you at the next meeting.

Upcoming Dates to Remember

| | When | Where |
|--------------------|----------------------|--------------|
| What | | |
| | | |
| PAC Meeting | June 5, 2018 at 6:30 | |

