



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

**PAC AGM Minutes
May 17, 2016, 6:30 pm
PME Library**

Meeting begun: 6:30pm
Meeting adjourned: 8:10pm
Minutes by: Lianna Henderson

Welcome & circulation of Attendance Sign In Sheet

- Introductions

Review & Acceptance of Agenda

- *Agenda accepted. Motion by Kelly Job, seconded by Eileen Hurlbert. Approved.*

Review & Acceptance of previous meeting minutes

- *Motion to accept minutes by Kelly Job, seconded by Aimee Bilodeau. Approved.*

Administration Reports

Principal's Report

- Spider web was fixed shortly after last meeting
- Jesse Miller presentation went well, and teachers would be happy with presentation every second year. Some feedback from parents was positive and that there was a lot of learning, but some felt that he could be more open with the severity of possible consequences.
- Primary fun day- still in need of volunteers; we have 8, but need 14 minimum for stations, in addition to lunch volunteers
- Allouette Addictions will be here for the grade 6/7's this Thursday to speak on the subject of drugs
- Grade 7 leaving- Mrs. Wakeling is coordinating, they are trying to collect baby photos, will start at 10am for the ceremony, will be going to the golf course for lunch. Request to increase funding ceremony for grade 7's from \$200 to \$500. *Motion to increase funding by Nicky Gatto, seconded by Sue Pasha. Approved.*
- Rats have entered the garden. Tree branches and trees will be trimmed, recycling will be contained. Live traps have been placed in courtyard. Aimee suggested that we install high-frequency noise producers in the outlet that deter rats.
- Invoices have been turned in from office admin
- Thank you from staff for funding Science Alive, Young Actors Project, and Cultus Lake will be kept to \$20
- Staffing will be much the same, but Courtney Cook will be leaving for MRE to teach the new FRIM-K class there
- Class building/Student placement will happen in June, parents can put in a request with a reason by asking for a form at the office. Staff works together to build the classes with respect for educational and social reasons.
- The district is in the process of creating a coordinated and detailed emergency plan. The plan will be shared and coordinated with the cities. They will be placing containers on every school site, and PME is one of 6 schools who do not currently

have one. They are asking PAC to donate supplies for the containers. Concerns include: what the PAC needs to supply vs. what the district can supply; whether insurance will cover any loss; where the bin will be and how secure it will be. The emergency forms in the fall will reflect some of these changes.

- Urban Safari has been booked and will visit the school for 3 presentations on the day (Friday) after fun day
- Request to purchase compass cards for 2 classes and supervisor *Motion to spend \$400 to purchase school compass cards by Aimee Bilodeau. Seconded by Myra Golab. Approved.*

Committee Reports

Chair Report (chaired by Myra Golab)

- Visit from Photo Express: concerns shared- kids may not have been the best selves; green screen; two shots were similar- not much choice; class photos do not have names. Response- there was a mixup with school list and therefore started late, but was able to make up for time and finish by end of day. Feedback from the teachers and admin was that it had run smoothly. Three photographers are sent to complete the job over the course of one day. Orders from families were high, indicating to company that there was positive feedback. Green screen is to give choice of background and may be more visible on proofs rather than higher quality print. Retake rate was at 17% rather than the normal 10-12% which may have been related to the class that was absent on the initial photo day; retakes are open to everyone and are proofed rather than a commitment to purchase. Retakes are also available in studio. Names are on class composite but could be added to class photos.

In conclusion: staff perspective was that it was run smoothly. The precedent is that we have given previous companies more than one chance. We are happy that Photo Express was willing to research our concerns and address them.

Motion to sign a one year contract with Photo Express (with further review next year) by Myra Golab. Seconded by Rachel Hess. Approved.

- Pizza Day – May 30
- Staff Appreciation- June 6- a Keurig was purchased for staff
- Primary Fun Day- Myra has found a supplier (Arctic Meat) who will provide hotdogs at cost. We will need to buy buns, chips and drinks for 400. Eileen and Lucero will check into possibility of foil wraps for the hotdogs.
- K-orientation- would be good to have PAC info and CPF info table

Treasurer's Report (Review by Anthony Hadfield)

- Review of previous year's financials- cheques have been paid out to cover approximately \$3000 in costs, but some large items yet to come. Movie night, subway and pizza nights amount come in every month with profits over \$500 each.
- Budget for next year- *Motion to increase presenter funds to \$2000 by Rachel Hess; motion to increase in-line skating to \$1500 by Lianna Henderson; motion to increase garden amount to \$300 by Kelly Job; motion to re-name mural to 'school community art displays'; motion to increase field trips to \$7000 by Myra Golab;. Seconded and approved.*
- *Motion to approve budget with changes by Aimee Bilodeau; seconded by Kelly Job. Approved.*

CPF Report (Nicole Gatto)

- Summer camp- registration is open with Mme Cook and Mme Whitelock as camp coordinators. Registration packages are online.
- AGM- tomorrow night with request for any/all volunteers. We will need new members for the executive.
- Teacher thank-you- chocolates have been purchased and will be distributed to FRIM school teachers

DPAC Report (Luba Andrews)

- There is a dinner coming up on May 26 with invite for 2-3 people and a public speaker about internet safety- Aimee and Kelly will check availability

Fruit & Veggie Report (Sylvia Shang)

- Tomatoes delivered today

Health & Safety Report (Marcella Boggio)

- Nothing to report

Photo (Kelly Job)

- Yearbook work- the cover was by student submission. The winners and runners up will receive DQ gift cards. Book needs to be big enough to include all divisions. It will be soft cover, and cost will be approximately \$14.

Fundraising Committee Report (Lucero Crews and Sue Pasha)

- Subway brought in approximately \$700
- Nothing else to report

ELECTIONS**Election Officer- Gavin Laird****Nominations for:**

- PAC President- Kelly Job is nominated, nomination accepted. Kelly elected for president by acclamation.
- PAC Co-Vice-presidents- Eileen Hurlbert and Rachel Hess nominated, nominations accepted. Eileen and Rachel elected by acclamation.
- PAC Secretary- Lianna Henderson nominated, nomination accepted. Lianna elected by acclamation.
- PAC Treasurer- Aimee Bilodeau nominated, nomination accepted. Aimee elected by acclamation.
- Health and Safety Co-Representatives- Marcela Boggio and Karen Leslie nominated, nominations accepted. Marcela and Karen elected by acclamation.
- Fruit and Veggie Representative- Sylvia Shang nominated. *will check regarding acceptance
- CPF Representative- Nicky Gatto nominated, nomination accepted. Nicky by acclamation.
- Fundraising Coordinators/Committee- Lucero Crews, Sue Pasha, Karina Bothelo and Gavin Laird nominated. Nominations accepted. Elected by acclamation. (Subway-Luba Andrews; Pizza-Myra)
- DPAC Representative- Luba Andrews nominated, nomination accepted. Luba elected by acclamation.

New Business

Next PAC meeting:

We look forward to seeing you at the next meeting.

Upcoming Dates to Remember

	When	Where
What		
PAC Meeting		

