



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

**PAC Agenda
November 13, 2018, 6:30 pm
PME Library**

Meeting begun: 6:35pm
Meeting adjourned: 8:10pm
Minutes by: Lianna Henderson

Welcome & circulation of Attendance Sign In Sheet

- Review & Acceptance of Agenda
 - *Agenda accepted. Motion by Eileen Hurlbert, seconded by Erin Schwarz. Approved.*
- Review & Acceptance of previous meeting minutes
 - *Motion to accept minutes by Joy Logie, seconded by Amber Stone. Approved.*

Administration Reports

Principal's Report

- We had 2 Remembrance Ceremonies-primary and intermediate-organized by Barb McKinnon; and both went well
- Art Start “bohemian dance show’ offered by the district was Nov. 8; was well received
- The grade 6/7’s presented Halloween dances for the school, organized by Mr. Severud
- Many classes have had the chance to visit the Art Museum with Aboriginal displays
- Variety of ADST activities have been going on- hosted by grade 6/7 teachers
- Entrepreneur Fair will be running at the school and Christmas Market

Committee Reports

Chair Report (chaired by Kristen McDonald)

- Intermediate Teacher requests-request for money for donation to 'Children of the Street' (usually \$100 from the presenter line); request for games to create a 'games bin'- thought to collect from parent community first and then fund any remaining games needed
- Playground update- looking to replace playground surfacing with rubber surfacing. There are design options as well. The representative from Marathon Surfacing came to do measurements, and will provide a quote, but the estimate is approximately \$60000 and the work time will be approximately 3 weeks. Some equipment will need to be removed in order to meet current safety code requirements. Tire Stewardship does provide grants for the work (may provide up to \$30000), but it does need to be budgeted to be done/money-spent within the year. We will also approach vested-community members to see if they are willing to invest some money. Kristen will get a second quote. Other grants include: Canada post, BCAA. Leadership committee at the school has shifted their focus to beautification, so they have goals that may align with ours.
- Water fountain update- hope to upgrade to the water bottle filling and fountain model. PAC has funded any upgrades to other schools in the district. The cost is approximately \$2500 (\$600 labor, \$1800 for purchase). Once installed, the district will maintain. The budget has room in the contingency fund, which is the playground fund. *Motion to install the water fountain at a cost of up to \$2500 by Kristin McDonald. Seconded by Aimee Bilodeau. Approved.*
- Gym requests - \$1500 will be provided for inline skating; request for 12 pairs of volleyball pads- thought is to try and offer a group-order price at the beginning of the season; x-country and track&field
- Facebook group- Kristen can be the moderator for the group. We would like it maintained as a parent group, with direction to the website for official school information. We will consider starting a new 'PAC facebook' if someone is interested in being the social-media organizer.

Treasurer's Report (Review by Luba King)

- Budget review and approval- 2 accounts- gaming and general. General account is currently at \$31,749 with \$26,900 scheduled to spend. Gaming is currently at \$11,168 with \$18,200 scheduled to spend and \$13,464 received from the government for gaming this year.

Motion to accept the budget by Joy Logie. Seconded by Eileen Hurlbert. Approved.

- \$300 made on Spirit Wear, with 50 water bottles to gift.
- Munch-a-lunch is \$1385 profit for the first 2 lunches
- Munch-a-lunch fees were rolled in with bank fees

CPF Report (Nicole Gatto)

- Next meeting: This Thursday, Nov. 15 at 6:30 at ELE
- Update: Parent Survival Night planned for Jan. 30 at LVE, popcorn fundraiser at PME

DPAC Report (Errin Schwartz)

- Next meeting: Golden Ears Elementary at 7pm on Thursday, Nov. 15
- Update: last meeting was at Fairview. Any parent is welcome at any DPAC meeting. Paula Fowler attended from BCPAC- with some information about PACs and aimed at treasurers. Gaming amounts are based on last year's enrolment. Gaming licenses are needed for events and there are different categories. Enrolment in the elementary schools in the district is up by 200- there are still some staffing shortages. Looking to start district DPAC facebook site to increase communication among members. If the PAC is looking to spend more than \$1500 on an item, it is advantageous to have the

district pay for it, invoice it, and then us pay them so that we can get a PST rebate. Ensure that the invoice is received before the cheque is written to the district, so that it can be processed.

- Previous meeting: Rotary duck race is a great fundraiser that the school can apply for in March.

Fruit & Veggie Report (Sylvia Shang)

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Health & Safety Report (Eileen Hurlbert)

- The bin needs to be cleaned out so that water can be accessed and materials tidied

Fundraising Committee Report (Amber Potter)

- Art cards (Eileen Hurlbert)- feedback is that it would be great to ask ALL teachers to show examples from the website to help students come up with ideas. Art must be turned in by November 15. It is a great fundraiser.
- Water for concession (Eileen Hurlbert)- water is available from bin, but bin needs some re-organization in order to access.
- Lunches: Opa!, Little Caesar’s, Freshii- waiting on head office feedback for options (Jenn Camillo)
- Carnival (aka. Family Fun Night) Meeting- hoping to make approximately \$5000 profit. Plan for Feb. 20. Hoping to enlist local businesses to help sponsor or run events/stations. Wanting to make it kid-oriented, and may try to work in a theme. Moving away from the ‘french’ theme- will be Panther bucks rather than Bonhomme bucks, etc... The committee will meet every week on Tuesdays- next meeting is Monday November 26 at Kisoji at noon.
- Update on after-school programming- hoping to have a pre-christmas-themed event; it will enroll approximately 30 kids
- Christmas Market- concession materials have been supplied by Team Vadim, and Myra has done a great job of recruiting vending.

New Business

Next PAC meeting:

We look forward to seeing you at the next meeting.

Upcoming Dates to Remember

	When	Where
What		
PAC Meeting	2 nd Tuesday of December	

Christmas Market/Entrepreneur Fair	Nov. 22 5-8	
Movie Night		
Carnival committee meeting	Nov 26 at noon at Kisoji	