



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

**PAC Minutes
November 15, 2016, 6:30 pm
PME Library**

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

Welcome & circulation of Attendance Sign In Sheet

Review & Acceptance of Agenda

- *Agenda accepted. Motion by Eileen Hurlbert, seconded by Susan Caldwell. Approved.*

Review & Acceptance of previous meeting minutes

- *Motion to accept minutes by Kelly Job, seconded by Rachel Hess. Approved.*

Administration Reports

Principal's Report

- Feb 22-March 1 grade 7's Quebec Trip; 29 students attend. Quebec students arrive April 12-19.
- Reporting changes announced provincially in July- changes will be made by schools throughout. There will be a shift in the template, particularly with primary students. Conferencing will still be the reporting method, but the format has changed. The final report may provide subject-by-subject feedback.
- Most teachers have sent out sign-ups for the conferencing.
- ADST: wondering about space to store for teaching- if anything is in the PAC closet/cupboard that you need, label or move
- Emergency Forms- Please promote them being returned
- Jason Severud- wants to hang posters that teach students how to exercises safely- cost is \$840.

Committee Reports

Fundraising Report (Sue Pasha)

- Carnival update- Information was sent out in newsletter, and continued information would keep it in people's minds. Survey: cake walk is popular; use social media to recruit volunteers; classrooms responsible for station/game; donations; door decorating contest; loonie jars. Cotton Candy machine instead of snowcones. May move the date to March 3 if equipment is available and volunteers are flexible. May want a post-it wall or suggestion box for playground suggestions.
- Winter market (Myra)-about 33 paying tables, and 5 community tables. School will bring in tables tomorrow; Myra has a map. Eileen will organize concession in the lobby, CPF and PAC in lobby. Raffle is

allotted 300 tickets under gaming license. Jenn, Rachel, Kristin have offered to help with concession and set-up. Tables could be put up at 2:30 by students too.

- Movie night (Lucero)
- Pita Pit (Susan)- Susan met with owner, and we are good to go for Dec 6. Susan reviewed order form- there are 2 options- we can offer add-ons but make no money, or just charge for sandwich and make the profit. We need to pay him \$4 per pita and supply elastic bands. Plan: to charge a meal cost (\$7) and we supply the juice and chips.
- Subway (Luba)- lots of complaints this month (20-25); so they supplied some coupons but there is no way of getting them to the correct people. Luba will meet with manager, but we need families to fill out forms fully.
- Pizza (Jenn)- Order went well. Apples were served instead of oranges, but were labor intensive.
- Papa Leo's won't do individual pizzas but will do slices if we go cafeteria.

Treasurer's Report (Aimee Bilodeau)

- Budget overview- if invoices come in from last year, then budget will be fully paid out. However, most spending should be closed by July, so accounts should represent amounts today.
- Approval of spending items (10 items but 5 higher priority)- *Motion to approve up to \$1500 for oven by Pam Piddocke. Seconded by Eileen Hurlbert. Approved. Motion to approve \$150 from gaming account for lego club by Pam Piddocke. Seconded by Aimee Bilodeau. Approved. Motion to approve \$350 for carving tools by Pam Piddocke. Seconded by Lianna Henderson. Approved. Motion to approve \$1500 for computer for the library by Rachel Hess. Seconded by Kristin McDonald. Approved. Motion to approve \$150 for balls for outdoor from gaming account by Rachel Hess. Seconded by Kelly Job. Approved. Overall: \$3650 approved.*
- *Motion to add a line to the budget for ADST of \$300 by Kelly Job. Seconded by Eileen Hurlbert.*
- *School have agreed to pay for 2nd library computer (\$1500); external DVD players (\$200).*

Chair Report (chaired by Kelly Job)

- Eileen has the website prepped, and will get input.
- PAC cupboard is full- assume it is available unless LABELLED for an event

CPF Report (Nicole Gatto)

- Meeting tomorrow at ELE at 6:30
- Parent survival at LVE next week, info sent out by paper and newsletter

DPAC Report (Luba Andrews)

- Suggestion of 'cafeteria' lunches from LVE. Kids line up and pay, then fill up tray. LVE has offered to lend the trays to try it. One person volunteering needs to have FoodSafe. We would love to learn more, Luba will visit and learn tips.
- On Friday, Luba will also attend an adult bingo night.
- Emergency Prep- a community group has been formed, and Kelly and Luba will meet with Barb Morgan who will help develop an action plan.

Fruit & Veggie Report (Sylvia Shang)

- Carrots went out recently

Health & Safety Report (Marcella Boggio)

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New Business

Next PAC meeting:

We look forward to seeing you at the next meeting.

Upcoming Dates to Remember

	When	Where
What		
PAC Meeting	Dec 6; 6:30pm	Library
Pita Pit	Dec 6	

