



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

**PAC Minutes
October 12, 2016; 6:30 pm
PME Library**

Meeting begun: 6:30pm
Meeting adjourned: 8:20pm
Minutes by: Lianna Henderson

Welcome & circulation of Attendance Sign In Sheet

Review & Acceptance of Agenda

- *Agenda accepted. Motion by Aimee Bilodeau, seconded by Rachel Hess. Approved.*

Review & Acceptance of previous meeting minutes

- *Motion to accept minutes by Eileen Hurlbert, seconded by Rachel Hess. Approved.*

Administration Reports

Special Guest

Pita Pit

- Hot lunch proposal: In Pitt Meadows next to Save-On. Pita-Pit lunch info- they will make it as easy as possible. Step by step guide provided: meet with us at school, send students form, summarize orders, hand over forms and money, deliver in class-sorted groups. Pita meals are sold to us for \$6 (pita, juice, cookies); we decide what to charge in order to make profit. Order forms can vary, and order forms can be handed in as filled out in class sets. We could also consider 'munch a lunch' payment and order form online. They are not worried about volume- they can reach out for help from neighboring franchises.
- Also can cater staff events, bring mascot to events.
- Sports events: Pita Pit has a 'player of the game' award that can be given to coaches/tournament organizer
- Willing to advertise and collect items for school in store

Natalie Nielsen

- ADST: to promote hands-on and planning/revision process. Request will go out to community for sewing supplies. Also hoping for carving tools (approx. \$350 for class set). A larger oven size would help with baking (approx. \$1100-1500). Lego robotics kits (to be priced out)

Principal's Report (Stephanie Dand/Wes Reamsbottom)

- Photo Day Review- day was streamlined and parent helpers were helpful to check in with kids
- Open House- PAC will sell concession items; grade 7's will sell Purdy's. It is an opportunity for parents to meet teachers and see classrooms as the reporting is not until December.
- SPC- Can run if there is anyone interested. If you are interested, email Kelly.

- Lead sampling- was one test per school- done on Monday morning before water had been run- our levels are within acceptable range. District directive is to test once every 3 years, but not every faucet.
- Emergency bin- should arrive mid-November, some are new and some are refurbished. The locks are puck-locks, with nowhere to cut with bolt cutters. District has also provided truck radios and walkie-talkies that can communicate throughout the district. PACs are deciding how to budget for bin contents. Idea to use gaming funds as they are provincial government funds. District can then focus their funds on seismic upgrades. The thought is that only 20% of kids will be on site after a couple of hours, so to stock for 25%. May see if students can decorate the exterior.
- Lunchbox Theater- will be running in the spring (jan-mar)
- WITS- up and running, each class presents a WITS demonstration, and then they will be presented with WITS certification from local police
- Me-to-We: there will be 22 leadership students (grade 7) attending
- Terry Fox Run- \$2600 raised, and run went very smoothly with no injury. Assembly and celebration went well.
- Requests from teachers:
 1. One-time expenses: staff room chairs, first aid kits for field trips, kiln for pottery, ADST funds: lego robotics kits, oven with larger baking area/volume, class set of carving tools; pedal desks (priced out at approx \$400); library computers (\$2500, set of 2); curtains for backdrop (\$3000)
 2. Yearly budget items: money toward AEHP (grades 5-7; \$5 of more per students), clay for pottery, loan of artifacts from museum of Anthropology (\$50), ADST funds: batteries, sewing supplies
- Total estimate:

Committee Reports

Chair Report (chaired by Kelly Job)

- Communication officer- who would update facebook (Rachel Hess) and give newsletter info (Kelly Job)
- Website- Eileen and Kelly are collaborating, and still working on the strategic plan. **Lianna will send past minutes** to Eileen.
- Goals/PAC overview- Leadership students indicated interest in playground expansion including work-out machines and ball sets for outside use

Treasurer's Report (Review by Aimee Bilodeau)

- Cheques have been paid to school to pay outstanding cheques
- Gaming grant approved: just over \$11000. Need to budget to spend it, but there are guidelines for spending.

CPF Report (Nicole Gatto)

- Meeting next week at LVE at 6:30pm
- November- parent education

DPAC Report (Luba Andrews)

- Attending meeting tonight

Fruit & Veggie Report (Sylvia Shang)

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Health & Safety Report (Marcella Boggio/Karen Leslie)

- Emergency Preparedness (see above)

Fundraising Committee Report (Lucero Crews and Sue Pasha)

- Pizza Day- could be done as cafeteria with students coming to purchase slices. Today's **Amber Potter and Jenn Camillo** will approach local vendors to see if there are other opportunities beside Little Caesars.

- Pita Pit-we will try for Dec. 6- Susan Caldwell will approach
- Hotdog day will be Nov. 23 (grade 7's)
- Munch-a-lunch- will charge us \$300 for year, but can be used for any fundraising
- Movie Night- Oct 28, Friday, 6:30; doors open at 6:00. Free attendance, pay for food and DVD raffle. Costume raffles, can give pita pit awards or candy bouquets. Plan to screen 'Hotel Transylvania II'.
- Family Photo Fundraiser- contact to see if they would be interested in having Christmas table
- Christmas/Winter Market- could have a PAC table to provide emergency funds/items (fill the pod). 3 tables taken. A local business will donate items for leadership or fundraising group to sell.
- Poinsettias- grade 7's
- Carnival-motivation/goal-could be to improve intermediate playground and provide additional equipment.

New Business

Next PAC meeting:

We look forward to seeing you at the next meeting.

Upcoming Dates to Remember

	When	Where
What		
PAC Meeting	November 15, 6:30	Library
Movie Night- costumed!	Doors at 6pm, Oct 28	Gym

