



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

**PAC AGM Minutes  
Oct. 17/17, 6:30 pm  
PME Library**

Meeting begun: 6:30pm

Meeting adjourned: 8:25pm

Minutes by: Eileen Hurlbert and Lianna Henderson

Welcome & circulation of Attendance Sign In Sheet

Review & Acceptance of Agenda

- *Agenda accepted. Motion by Lianna Henderson, seconded by Kristen McDonald. Approved.*

Review & Acceptance of previous meeting minutes

- *Motion to accept minutes by Eileen Hurlbert, seconded by Kristen McDonald. Approved.*

## **Administration Reports**

### **Principal's Report**

- Grade 6/7's are doing entrepreneurial projects and will be represented at Christmas Market
- Terry Fox- the fundraising got to the level where M.Gregoire and Mme Dand got pies in the face and Mr Hume got taped to the wall
- Tomorrow Is the Great BC Shakeout so there will be an Earthquake Drill tomorrow
- Halloween Day: there will be a primary parade right at 8:30am and parents are welcome. The intermediates are doing Halloween dances with Mr. Severud during gym time
- Nov 10- ProD will have a focus on design with links to ADST. The focus will be on learning spaces and play spaces outside. The courtyard is currently being cleaned up this year. An amphitheatre is being planned so kids can learn outside. The eight beds are being used to garden with some flowers and mostly vegetables.
- Staff has said 'yes' to the Art Cards project. Eileen will organize and distribute supplies and order forms.
- Stephanie is asking for ideas from teachers and parents for guest speakers. Rachel will ask for suggestions at DPAC.
- When Andrew Ogmundson passed away, his family committed to do something at/for the school annually- they provided the paints to re-finish the butterflies on the fence

## **Committee Reports**

### **Chair Report (Kristen McDonald)**

- The gaming application was not fully completed and submitted by June 30, but Luba has submitted the application and if there is money left over, we will be considered. We need to be focused on goals.

- Short-term goals: budget lines; Mid-term to long term goals: Playarea/outdoor piece(s), curtains for stage, water fountain to fill bottles or drink, courtyard furniture, food warmer, emergency shelters, emergency water, communication boards
- On the teacher wishlist: cameras, could be gently used, so we can put out a request
- Crossings: Stephanie will contact the city to see who is responsible to enforce safety at the city crosswalks
- Christmas Market-
- Communication boards (permanent with plexiglass to be attached to wall outside or as a separate structure)- boards to post information for families and parents. Kristen has researched, costs range from approx. \$350-\$500. *Motion to approve up to \$1000 for purchase and installation of communication board and communication pamphlets(Rosa will try to design). Seconded by Luba King. Approved.*
- We will ask Marcela to ask Jen Johnson about the PME PAC Facebook Page Administration
- Emergency Bin- idea to decorate
- PAC constitution and bylaws- to be sent out by Kristen and she would appreciate anyone reading and providing feedback (Rachel Hess and Erin Schwarz have some recent experience, and will take a look)
- First Aid kits
- PAC info- a newsletter can go out as an attachment; we can have a volunteer of the month

#### **Treasurer's Report (Luba King)**

\$38000 in operating account, and Luba will check on gaming; she is trying to computerize all the banking  
 All the money (\$4800) from the PAC safe is in the bank  
 We budget to spend approx. \$30000/year, and we have close to \$40000, so we should be covered

#### **CPF Report (Nicole Gatto)**

- Next meeting is tomorrow at PME at 6:30pm
- FRIM Parent bootcamp (geared to parents of K-2) will be put on by parents at LVE on Nov. 2 at 6:30pm
- 

#### **DPAC Report (Luba Andrews)**

- District has blocked high schools from using certain apps through the server.
- Shoe bank- Some schools collect donated shoes in a bin that are picked up and distributed as needed. Amber- would like to see clothing in a clothing exchange as a part of our Open House- so good, gently used clothes get used by school community, and any leftovers get donated to those in need.
- 160 teachers have been hired; 40 support teachers hired; 130 students entered district at elementary level
- District personnel is looking at updating infrastructure (including a new school in Albion- new schools require district at 110% capacity)
- Mug and muffin day was the open house style at Glenwood Elementary

#### **Fruit & Veggie Report**

- 

#### **Health & Safety Report (Eileen Hurlbert)**

- The emergency water- 24 flats have been moved to bin; 5 more to come. 2 of the 3 water barrels are in the bin. This will cover the first 24 hours. We need to fill the barrels, Eileen may email out for a volunteer. Keys for the bin- there are 3 currently in the office, and Stephanie will look into where we are allowed to store them. The next step will be to look at additional water, and emergency storage supplies.

#### **Fundraising Committee Report (Amber Potter and Kristen McDonald)**

- Art cards: Eileen will register the school, and the paper will arrive from the business. To have the cards in time, we will need to have the order in by Nov. 3. Eileen will need to enter names- unless we can alphabetize and have classlists sent.
- \$626 raised through Subway; January 17 will be the next Subway order
- Christmas Market has 11 tables sold; last year there was 30. We are thinking to make it bigger- Team Vadim is willing to offer food as a donation to the concession to be run out of PAC kitchen; cookie walk in library. Quebec 7's will have a table: create goodie bags/sell chocolate/etc. Leadership can do Wii/craft/facepaint center. PAC will run concession and poinsettias.

## New Business

Next PAC meeting:

**We look forward to seeing you at the next meeting.**

Upcoming Dates to Remember

	<b>When</b>	<b>Where</b>
<b>What</b>		
<b>PAC Meeting</b>	Nov 7, 6:30pm-8:30pm	Library
<b>Christmas Market</b>	November 21 @ 5-8	Gym/Library/east wing
<b>Pita Pit</b>	Nov 8	
<b>Movie Night</b>	Nov 24	Gym



--	--	--