



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

**PAC Minutes  
October 20, 6:30 pm  
PME Library**

Meeting begun: 6:30pm

Meeting adjourned:

Minutes by: Lianna Henderson

- |                                                                                             |           |
|---------------------------------------------------------------------------------------------|-----------|
| Welcome & circulation of Attendance Sign In Sheet                                           | 2 minutes |
| ○                                                                                           |           |
| Review & Acceptance of Agenda                                                               | 2 minutes |
| ○ <i>Agenda accepted. Motion by Anthony Hadfield, seconded by Sonja Fletcher. Approved.</i> |           |
| Review & Acceptance of previous meeting minutes                                             | 2 minutes |
| ○ <i>Motion to accept minutes by Nicole Gatto, seconded by Lucero Crews. Approved.</i>      |           |

### **Administration Reports**

#### **Principal's Report**

- Diane Simard- bookfest is being run, and 50-70 students signed-up. The ACT hosts the bookfest finale in December, but transportation will be an issue. Bookfest is open to all intermediate students and there are 8 different genres of books introduced to them (students are asked to read 7 of the 8 books in order to attend finale). They meet at lunch hours and have the opportunity to listen to an author and play book-based trivia games with other schools when they visit the ACT. *Motion to pay the cost of the bus (approx. \$300) put forward by Rachel Hess and seconded by Anthony Hadfield. Approved.* There is already a line for \$200 in budget.
- On behalf of staff, thank you for the budget lines (field trips and class funds)
- Emergency water has arrived. Marcela can coordinate distribution and Anthony will receive the bill.
- Upcoming events: 1. WE day will be attended by 28 grade 6/7 leadership students. It is a very powerful experience for them. 2. Halloween- there will be a parade at 9:45am around the main square of school- primaries and intermediates. The afternoon will be movies for some/all of intermediates and the apple barn for some/all primaries. 3. Christmas concert – Wednesday, Dec. 16 at 1pm and 6pm.
- Grade 7's- there is a fundraising committee- all efforts will be approved by Stephanie so there is no conflict.
- Music- seeing 19 divisions and Wes will coordinate Christmas concert with teachers.
- WITS- a philosophy to teach social responsibility in concert with local police. Staff will consider using at PME. It would be taught at a school-wide assembly and reinforced in the halls/classrooms/schoolyard.
- Gym- looking at a drop-down screen that will be permanently in the gym to support concerts, shows, assemblies and presentations. Wes will provide estimate of cost at next meeting.

- Spirit wear- order forms will go home shortly (with grade 7 sweaters done separately); sizes will be available to preview. All orders will be delivered by Christmas.
- Spiderweb- communication with "Suttle Recreation" has been one-way. We have not heard anything back from Mark Suttle about when it will be fixed.

## Committee Reports

### Chair Report (chaired by Myra Golab)

- Pizza lunch- \$929 profit. Thank you to all parent helpers.
- PAC newsletter- outlined PAC and initiatives.
- Christmas market- 20 vendors are signed up for Thursday, Nov. 19 from 5-8pm. Cut-off for vendor sign-up is Nov.1. Set up will begin at 3:30pm. There are the library tables (10) and the folding tables (6) that can be used. Stephanie can ask other schools to borrow tables. Myra will advertise the event through flyers, newspaper, online.
- Drug addiction services- Rachel spoke to Allouette addiction services. They presented last year to the grade 6/7's and would love to return- Wes will follow up. A district-wide program is being developed with communication with district counselor. The cost to school is free, but a donation is appreciated. *Motion to approve \$200 toward donation for presentation by Rachel Hess (to come from presentation/speaker budget line). Seconded by Lianna Henderson. Approved.*
- 'Safe online' presentation (Merlin) can be available to adults/teachers/students. Rachel has tried to contact Jesse Miller, but he has not yet responded. Myra will look into costs.

### Treasurer's Report (Review by Anthony Hadfield)

- Review of financials- gaming account money was received- we need to budget to spend it in order to receive the full amount
- A sub-committee could consider what our goals for fundraising and the contingency money is

### CPF Report (Nicole Gatto)

- CPF meeting tomorrow: Oct 21 at 6:30 at Eric Langton
- CPF parent survival night next Monday, Oct. 26- geared to parents of K-2
- Consider renewing membership
- French bookfair- Oct 29/30
- Filmfest scheduled Feb. 23

### DPAC Report (Luba Andrews)

- Nothing to report

### Fruit & Veggie Report (Sylvia Shang)

- Bosc pears were on Wed. Oct. 7, they were a bit hard, so some were left to soften before distribution in classroom
- F&V fundraiser (fresh-to-you) is going well; we passed the minimum of 50 bundles, and orders are still being processed. Sylvia will provide an update when all orders have been entered.

### Health & Safety Report

- Will coordinate distribution of new water; would like feedback from teachers to make sure that bags are in rooms and contain necessary supplies

### Photo (Kelly Job)

- Kelly will get info about what Photo Express would need to create a yearbook, then see if there is interest from the grade 7's
- Picture day ran smoothly; there is only one class that needs retake. Some parents wondering why cheques not allowed.

### Fundraising Committee Report (Lucero Crews and Sue Pasha)

- Kelly has the contact information for the poinsettia fundraiser, she and Lucero will run again this year
- \$1800 in sales (\$900 profit) for coupon books; 200 books yet to be returned or purchased- reminders will go out via newsletters to staff and families
- Pumpkins- 'God's little acre' did not respond, so no pumpkin fundraiser this year
- Gingerbread houses- 100 were ordered and will be sold at the Christmas fair
- Photo express family photo flyer was sent home- any sitting fee comes to PAC
- Musical bingo- met with the host, who provides all bingo materials- plan to organize for Feb 26 as a family event- may be accompanied by a concession, raffle baskets, cake walk, babysitting room... etc
- Movie night is planned for November 6- thank you to all the volunteers who have signed with Lucero. Popcorn seeds need to be ordered and delivered to school and Pappa Leo pizza may be ordered for concession. "Inside Out" is the planned movie.
- Christmas fair- table bookings filling up, and Kelly will run the concession
- Follow up of Pita Pit- they can only take up to 150 orders, so not feasible for PME

## New Business

Next PAC meeting:

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

Upcoming Dates to Remember

<b>What</b>	<b>When</b>	<b>Where</b>
<b>PAC Meeting</b>	November 24, 6:30pm	Library
<b>Movie Night</b>	November 6, 6:30pm	Gym
<b>Christmas fair</b>	November 19, 5-8pm	Gym



