



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

**PAC Agenda
Sept. 11, 2018, 6:30 pm
PME Library**

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

Welcome & circulation of Attendance Sign In Sheet

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- Review & Acceptance of Agenda
 - *Agenda accepted. Motion by Eileen Hurlbert, seconded by Jenn Camillo. Approved.*
- Review & Acceptance of previous meeting minutes
 - *Motion to accept minutes by Eileen Hurlbert, seconded by Erin Schwarz. Approved.*

Administration Reports

Principal's Report

- Shelley Linton, the new principal, has been enjoying getting to know the community at PME after being at her last school for 8 years
- Start up went smoothly, with only a few students moving/coming, so we started with full classrooms; the school is at capacity
- All staffing is complete, with the exception of a support teacher- Mme Cadiz who will return in November
- Open house will be on the morning of the 19th
- Terry Fox (Sept 28 in the afternoon) run needs lots of volunteers- Mr. Severud will be asking for lots of parent helpers
- The school will be divided into 'houses' this year- 4 color groups who will strive to earn points
- Mrs Lemmen has arranged for Science Alive! to come for free this fall to the primary groups
- Thank you to the parents who provided 'card the yard' welcome and cleaned the playground/yard
- We have 17 FRIM divisions and 8 English divisions

Committee Reports

Chair Report (chaired by Kristen McDonald)

- Open House- will be held on the 19th from 8:15 to 9am. We would like to make it a warm community welcome event- parents can see the school, classroom, teachers and we can provide PAC/Parent-community information and a take-away. *Motion to approve up to \$300 to spend on parents and PAC promotion at Open House by Kim Lee; seconded by Lianna Henderson. Approved.* Amber has a list of helpers. Parents are still hoping to have an evening open house and an evening Christmas concert if and when possible. It does need 100% teacher commitment.

- Playground-fundraising goal- we will look at budgeting under treasurer report. We were under impression that district would be painting equipment. For surfacing 2600ft primary 5700ft for the intermediate playground. With these numbers, we can get quotes and apply for grants.
- After school PAC hosted programming- we would like to have clubs or activities hosted for students. Activities could be done on one-evening or weekly or daily over a short period. If after school, the stage space can be used. Debora Seehuber has offered to create a calendar of events.
- Muncha-lunch update- we would like a 'lunch coordinator' who will work with Eileen (who will load munch-a-lunch) to work on our lunch suppliers, and overseeing orders and payments. Jenn Camillo has offered to be the coordinator, with support from volunteers. We will try to organize and load up to 3 events. We will try to provide lunches every 2nd Wednesday of the month (Oct. 10 for Subway; Nov. 14 for ?sushi?). For those who do not want to order online, paper copies are on the wall at the PAC board.
- Security cameras- in order to deter mischief to bin and playground/school and/or crimes in and around the school. Shelley looked into the idea through district maintenance. The policies are: 1. PAC needs to agree that it is something we support 2. The school needs to be surveyed annually to make sure that it is something we want and every parent would need to agree. The concerns are that there would be no repercussions for people caught on camera; where is data stored; freedom and privacy; that parent survey may be tricky. Alternatives may be to improve lighting, and look into the vandalism that has occurred to see if it can be prevented.
- We will look into water bottle filling station- cost and possibility
- We are booking Saleema Noons team this year- Lianna will look into contacting and ask then check with Shelley regarding date/confirmation

Treasurer's Report (Review by Luba King)

- We can eliminate some of the lines that we have had and rework the budget. Our operating budget is approx. \$30000; We have \$31500 (operating) and \$12500 (gaming) and the gaming grant should come in at \$11000. We can start with \$13000-\$25000 toward the playground. *Motion to begin a new 'playground' account with \$20000 so that the money is separate and distinct by Eileen Hurlbert. Seconded by Luba Andrews. Approved.*
- Budget will be created and approved next meeting

CPF Report (Nicole Gatto)

- Meeting planned for Sept 19 at 6:30 at LVE- there are executive member positions that need to be filled
- Kindergarten families- please consider purchasing membership!
- Film festival- request from teachers to run a PME version at Hollywood 3; or to run seasonal movies at Hollywood 3

DPAC Report (Erin Schwarz)

- Sept 20 meeting at Alexander Robinson
- MRCF offers grants – deadline is Oct 19
- We are wondering about starting a 'game co-op'- so carnival games can be shared
- Communication between PACs could be done through common email addresses (eg. pac@schoolname.com)

Fruit & Veggie Report (Sylvia Shang)

- Plums will be distributed Sept. 19

Health & Safety Report (Marcella Boggio/Eileen Hurlbert)

- Water will be used for Terry Fox Run- need new water for the bin. The cost will come out of water 'sales'/donations (there are 2500 bottles). The remaining cost will come out of the Emergency bin line.

Fundraising Committee Report (Amber Potter)

- Give an item/take an item event- table near the office for September- feel free to drop off any items and take any items. October 1 it will be donated.
- Spirit wear- have been outside after school. A bit of a glitch when we tried to use munch-a-lunch as it wouldn't personalize items, and there were a lot of options. Any profit will be used to purchase extra spirit wear in order to give them out at PAC and student community events. Samples for sizes will be available outside for the next 2 weeks (or in case of torrential rain in the library) and paper order forms will be provided to student body and a copy of the order form will be on the website. All shirts and toques can be personalized. There are NO returns.
- Christmas market committee- we will be looking for vendors (organized by Myra Golab) and volunteers. It will be Tuesday, November 20 as long as the date works with vendors and coordinator.
- Carnival committee- we will be looking for lots of volunteers and games/events. Date set is Feb. 22.
- Art Cards- teachers liked it, and with munchalunch we hope it will be a success

New Business

Next PAC meeting:

We look forward to seeing you at the next meeting.

Upcoming Dates to Remember

	When	Where
What		
PAC Meeting		

