



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

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

Meeting begun: 6:30pm
Meeting adjourned: 8:15pm
Minutes by: Eileen Hurlbert and Lianna Henderson

Welcome & circulation of Attendance Sign In Sheet

Review & Acceptance of Agenda

Motion by Eileen Hurlbert, seconded by Rachel Hess. Approved.

Review & Acceptance of previous meeting minutes

Motion to accept minutes by Kelly Job, seconded by Susan Caldwell. Approved.

Administration Reports

Principal's Report

o Deferred to teachers: Miss Toupin & Mrs. White. Hoping to take students to Camp Jubilee this year and they are looking for fundraising opportunities/ideas so that they're not duplicating the efforts of the PAC. Kelly offered up opportunity of face painting at Carnival in February. They could run a face painting room. Poinsettias. Have a list of things they've considered: hot dog day, Freezie day, poinsettias & Purdy's chocolates. Babysitting during movie nights. Cash for clothing from Developmental Disabilities association. Bottle drive. Planning on doing camp from May 15-17 so will stop fundraising in early April.

o Start up – very smooth this year. All classes very full. 586 kids this year. Middle portable is being used as a multipurpose room this year. New secretary: Stacy, this is her first job as head elementary secretary.

o No update on emergency plan information. Container/bin will still be placed in same position but no news on bin security, list of contents etc. DPAC meeting will still cover some of this: bulk buying options. Is there district insurance that will cover this? Will not be over and above what the district already have...won't have specific container insurance. Falls under current policy.

o Gavin Laird had a question about lead paint testing and water quality testing. Are these reports available for parents to see? Quoting a Maple Ridge NEWS article from May 27th. Stephanie will look into getting the contents of the

report that was mentioned by School Board Trustee Mike Murray.

- o New pilot program that will be starting: organics program. This school will be part of the pilot program (4 schools in total participating at this time). District will be bringing in large totes for separating organics and recyclables. There will be some education on how to use these. Mrs. White's class will be in charge of pick up/management. They will be picked up twice/week to avoid issues with rodents. Will be a potential learning curve. Staff will be presented to on Sept. 29th and students will learn about this at the assembly on Oct. 7th.

- o Wanted to verify that funds for teachers were still going to be the same this year. Yes, all teachers each get \$200. 24 divisions and then each support stream plus Mr. Severud will get \$200. *Motion to give the extra money: \$200. for each support stream. Kelly Job made the motion, Aimee Bilodeau seconded. Updated total for (\$200 x 27)*

- o Stephanie mentioned that Pita Pit owner is still very persistent in wanting to provide lunch for a lunch fundraiser. Rachel will contact them to find out if they can do a presentation.

- o Terry Fox Run at end of the month. Still need more volunteers – Stephanie has only received about 10 volunteers and need about 20 – 22.

- o No news about Quebec trip grant money yet

Committee Reports

Chair Report (chaired by Kelly Job)

- o Need to come up with a School Planning Council (SPC). Need to come up with goals for the school. Will consist of Stephanie Dand, 1 teacher and 3 parents of the school. 1 parent has to be one of the elected members of the PAC. For next time, please let Kelly know if anyone would like to be that 1 parent. May have to vote at next meeting if more than 1 person is interested in the position. From Stephanie: current goals: social responsibility, literacy and accountability on the part of the kids. How big is the time commitment? Usually only 2 or 3 meetings in a year. Question from Adam: who is the school accountable for this? Yes, this is reported to the district, who then writes a district accountability plan. This includes the WITS program. Needs to be tied to the curriculum.

- o Strategic plan (Karen Leslie)- in order to align ourselves with school goal and to create our own goals as a PAC. To try and organize ourselves in order to encourage parent involvement as well as directing fundraising and spending. Karen created a mock-up plan, set up with information already available. It uses the PME mission statement, and outlines the roles of PAC. Kelly has also drafted a PAC mission statement- two edits/suggestions to move parent involvement closer to top and to add art supplies to our list of resources. Objectives are stated: short term, medium term and long term and the purposes/rationale of fundraising. Strategic planning cycle is included- when and how we revisit the plan. In addition, a list of contacts

and resources is attached. In order to edit or tweak the first version, we may want to review it as a small committee, then bring it to PAC for acceptance.

Committee: Kelly, Luba, Karen, Adam and Eileen

- Eileen has looked at creating a PAC website that can be linked from the school or district sites. She will work on it, but may need committee help with the content.
- Jason Severud has passed in a letter re: Alternate Environmental Health and Physical Education. The program runs on Wednesday for all the grade 6-7's and most of the 5's. They are asking for resources for funding the program (transportation and site visits). We can ask for some resources from the community as well. If Jason can give us a number, we can look at approving all or some of it.
- Salvation Army approached the school- they provide lunches to some school populations. However, the food bank generally supplies enough food for the kids in need at our school (10-15 per day)

Treasurer's Report (Review by Aimee Bilodeau)

- PAC Budget- summarizing payments made from last year. Draft for this year- with amendments we made last year.

Motion to increase amount for presenters from \$2000 to \$2500 by Rachel Hess.

Seconded by Eileen Hurlbert. Approved.

Reasoning for increase: to have Jesse Miller in for the grade 4/5s and begin alternating for that age group and to donate to Children of the street.

CPF Report (Nicole Gatto)

- First meeting is tomorrow at LVE at 6:30pm
- Successful summer camp in the July, with plans to run it next year
- New president with some new ideas

DPAC Report (Luba Andrews)

- Sept 29 at Whonnock Elementary

Fruit & Veggie Report (Sylvia Shang)

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Health & Safety Report (Marcella Boggio/Karen Leslie)

- Bin contents

Fundraising Committee Report (Lucero Crews and Sue Pasha)

- Need someone to take on pizza days as Myra is busy- job includes distributing forms, collecting forms, ordering pizza, purchasing and distributing juices, fruit, goodies and pizza- Jenn Camillo has offered to take it on with help from Amber Potter. We will plan for Oct.20, with money counting on Oct 12 (Sue can help).
- Myra is willing to run Christmas Market again, can we book Nov.17 from 5-8 in the gym? Tentatively Stephanie will say yes, but she will confirm after checking the calendar. Can we borrow tables from Highland/Davie Jones for that night? Do leadership or grade 7's want a table?
- Carnival- Sue Pasha will take the lead
- Grant application for playground possibility- but the deadline is October and requires a lot of community outreach
- Subway Day- plan for November 2
- Movie night- plan for Oct.28 with Halloween theme. Lucero will organize with help.
- Carnavale- may run classroom by classroom- each class hosts an event and class population is responsible for event.

Action items: contact Pitt Meadows schools to see if anyone else is having Saleema Noon this year and we can share parent presentation. To see if teachers are planning to book Children of the Street. Look for invoices for Cultus Lake buses, grade 7 grad, compass pass. Check calendar for Christmas market, and if we can borrow tables. Check with

leadership about asking student population for fundraising big ideas, if they want a market table, how we can recruit carnival parents.

New Business

Next PAC meeting:

We look forward to seeing you at the next meeting.

Upcoming Dates to Remember

What	When	Where
Pizza day	Oct. 20	
Movie night	Oct.28	
Subway day	Nov.2	
PAC meeting	Wed, Oct.12, 6:30pm	
Carnaval	Friday, Feb. 24	

