



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

**PAC Minutes  
June 18, 2018, 6:30 pm  
Kristen's house**

Meeting begun: 6:40pm  
Meeting adjourned: 8: 45pm  
Minutes by: Lianna Henderson

Welcome & circulation of Attendance Sign In Sheet

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Review & Acceptance of Agenda

- *Agenda accepted. Motion by Rachel Rougeau, seconded by Eileen Hurlburt. Approved.*

Review & Acceptance of previous meeting minutes

- *Motion to accept minutes by Rachel Rougeau, seconded by Kristen McDonald. Approved.*

## **Administration Reports**

### **Principal's Report**

- Thank you to the PAC from the Staff at PME!
- The staff appreciates the non-obtrusive (attempts ☺) by the PAC, and all the things that the PAC supports
- The color run was a hit, and the kids took on the challenge seriously. The run was 5km long.
- The water walk was another 5km, and was introduced well, and was a meaningful learning experience. The Rafiki bracelets have now all been purchased.
- The welcome-to-K event was a lot of fun. There are only 10 on the FRIM waitlist now, after starting with 20 on the list. We are not full in English, and the intermediate classes will be a little smaller (approx. 17 in primary, and 22 in intermediate)
- Aboriginal games were presented by intermediates to the primaries in the school. The kids made the equipment and researched the games.
- The communications director from the district came as he is making 'stories' of learning throughout the district
- Students were featured in the 'leaders of tomorrow' in the local paper
- Leadership students attended 'The Voice' at the Greg Moore Center and participated in random-acts-of-kindness throughout the city
- Grade 7 English students will be going to Camp Jubilee tomorrow for 3 days
- Points have been collected by teams all year- organized by Jason and Soraya
- The leadership team raises money annually for a specific purpose- this year it was the playground. They have raised close to \$4500. They would like to work in concert with the PAC to beautify the school. We can consider reaching out to a local artist to collaborate on a mural, or something else.

- This year, Barb has been admin 0.6; teaching 0.4. She will be turning to 0.9 admin and she will be more available as an administrator. The additional admin time is to cover when Shelley is doing her District French coordinator administration. It may be helpful for the parent body to understand how the services (admin, counselors, support staff, non-enrolling teachers) in the school work.
- Anxiety and mental wellness is a higher focus now. Every school in the district will be given hours from a childcare worker who will work 14 hours a week to support groups of children to develop friendship skills and appropriate coping strategies. PAC would love to support this focus in the community.
- School supply lists went out, orders can be placed online. Now it is an option to order online or shop offline on your own. The PAC is willing to support (or partially support) any kids who may not be able to afford supplies.

## Committee Reports

### Chair Report (chaired by Kristen McDonald)

- Thanks to Shelley for her support this year- her first year at PME! We are looking forward to having her again next year!
- Thank you to Barb for being there for us whenever we need! And always offering to help the PAC and Shelley in her role!
- Thank you to all the committee members who have served with the PAC. Eileen has been SO important in filling our emergency bin, updating our website and running munchalunch fundraisers.
- Thank you to the playground committee who has made the playground a reality! Sherry, Cheri, Rachel and Heather have led the way in creating our playground fundraisers and planning.
- Thank you to Jenn and Crystal for all their work with Munchalunch and trying new restaurants for the students. We have a binder of munchalunch menus and training/troubleshooting tips- we are WAY ahead of where we were a year ago!
- Thank you to Joy Logie taking on the website upkeep
- Playground update: our goal was approximately \$117,000. Steve Rhodes has offered labor and equipment and we would not be where we are without them. Ridge Meadows Rotary Club has confirmed their offer of \$20000 (which will be a big giant cheque for the grand opening!) to bump us up to less than \$3000 from our goal. Love-to-Learn has committed some or all of that amount. We sold around 450 tickets, and have only 30 tickets left. The Rotary is very generous and like to support goals being set within the community. Other supporting groups are willing to support local fundraising efforts as well. The winning class was Mme Whitelock's class with the most duck tickets, and they celebrated with ice cream in May. We would like to have a grand-opening party on Sept. 3. Shelley has contacted the district office, and we are waiting for confirmation of our timeline. We will place the order as soon as we are able, and the whole process may take 4 weeks. We HOPE to hear from the district soon. We will ask to send a portal announcement of the plan as soon as we get confirmation from the district. We will also thank the community for all of their support.
- The other playground is not part of the current plan, but we will provide attention to it as needed.
- We have penciled in the fundraising events for PAC for the calendar next year. We will be running a lunch every Wednesday- subway and pizza by PAC; subway by school; specialty lunch by PAC. Families may pay for one or up to 3 months at a time. There will also be popup events. There will be 2 movie nights during the year. Bigger fundraising events: spiritwear, meat fundraiser, hanging baskets, paintnight, Christmas market, pubnight/trivianight, artcards, bingo, duck tickets.
- Carnival games will be out- we will move it to Kristen's crawlspace and Amber's family's garage
- Primary fun day- pizza has been ordered, water is available from the emergency bin. Parent volunteers should contact classroom teachers.

- We were able to share Carnival games with Highland Park

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

- Approve budget for next year : we have made \$53621 so far this year; we have spent \$33733 so far this year.
- Buses to Cultus Lake was a line of \$2000; whereas the total cost is \$3100. All profits from freezie day will go toward buses, but there may be an amount outstanding. *Motion to pay any remaining amount out of budget to the Cultus Lake buses by Eileen Hurlbert. Seconded by Kirsten McDonald. Approved.*
- Duck ticket funds need to go toward school playground equipment.
- Gaming grant will be completed this month, and we expect the same amount next year.
- \$30000 is in the bank to cover operating costs for next year, all profits will go toward building funds for future spending. We project \$35000 in fundraising.
- Most lines have stayed the same. Roller skating line went up a bit to cover projected costs. Bank charges line is higher to cover the projected munchalunch service charges.
- Any monies not used will roll over.
- *Motion to approve budget by Lianna Henderson. Seconded by Eileen Hurlbert . Approved.*

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

- Meeting is this Thursday at 6:30pm at ELE.
- Summer camp has 2 hired coordinators, we are looking for teen volunteers (who will be paid a stipend at the end of the week). The high school has been contacted.

#### **DPAC Report (Erin Schwarz)**

- DPAC needs the contact information for our PAC and our top 3 concerns in our school community
- DPAC executive elections will be this Thursday, Highland Park at 7pm
- We feel better connected to other PACs and sharing ideas and resources

#### **Fruit & Veggie Report (Sylvia Shang)**

- Thank you to Sylvia for running the program for years!
- Joy will take on the fruit and veggie program. *Motion to approve the cost of a foodsafe course for Joy Logie by Lianna Henderson. Seconded by Karina Bothelo. Approved.*

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

- Eileen and Deborah will purchase the remaining items on the list, and we will check on progress in September.

#### **Fundraising Committee Report (Amber Potter)**

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## 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>	6:30pm, 2 <sup>nd</sup> Tuesday in September	PME Library



