

## 1) CALL TO ORDER – 6:30 PM

### 1.1 Call to Order

- Ensure quorum - Yes we have quorum
- Collect email addresses for minutes - New email addresses added.

### 1.2 Approval of minutes as Amended. Please see amended minutes attached to this report.

Amendments are in **RED**

- MOTION: THAT minutes of the Sept 19th, 2022, General Meeting be approved as circulated.

Alicia First

Brittany Second

Motion: Passed

## 2) REPORTS

### 2.1 Principal Report

- Update from school admin:

> Carolyn: Staffing we have hired for Lindsay Prices position (K/1), hired Hayley S.

> Cross country has wrapped up. Thank you to Mrs. Standeven and Mr. Allanson

> Paul: Cross country is done but we will start back up in April/May for the run at Cultus. Grade 1 & 2 can participate

> Soccer is going well. Tomorrow game (OCT 18) is TBD due to air quality index

> Carolyn: District is doing well with communicating air quality index. We are limiting time outdoors but if you have concerns please talk to your child's teacher

> After School adventures - starting end of Oct. Aimed at grade 2-3. School is reaching out to families whose children may not have access to programming like this. Please reach out to Mrs. H if you or someone in the school is interested.

> FSA Testing is now ongoing

> OCT 7 we had a school based PRO D. Staff worked together and talked about ways to work together and strategies under our school strategic plan. They chose to talk about writing, they worked in break out groups, created lesson plans and came together to discuss ideas.

Upcoming Month -

> Thursday Oct 20: Great shake-out. This is done all across the province. If you can talk to your children ahead of time, they can be prepared.

> Provincial PRO D day this coming Friday

> Oct 26 - First Lock Down Drill is coming. We do this with a trauma informed lens, we want to be mindful and sensitive. We will communicate ahead of time and our teachers will be talking to the students before the Drill.

> Oct 31 - Halloween - Please minimize costumes that are frightening, masks or blood.

> November 1st- Early dismissal. We are meeting with staff this week to see what this will look like in terms of communicating with parents.

> Nov 10 - Remembrance day assembly. Families, community members are invited to attend.

> Nov 11 - Remembrance day

> Family affordability fund: District has been taking advice from parents, PACS etc on how to use these funds. Has the PAC thought or discussed about how families can access this fund? Ideas; Food carts for families in food crisis, making field trips accessible, warm/ replaced clothing for children who need it,

> Library Book fair will be Nov 22 - Dec 2nd

- Vrushali: Do we have more information about what Mr. McDowell is looking for in terms of volunteers.
- Carolyn: Someone may have reached out already but I have not followed. If you are interested, please follow up with Mr. McDowell.

• Discussion about playground accessibility

> Exec had a meeting with school admin and we briefly touched on the topic of making the playground more accessible for all students.

> Alicia: I touched base with AI who is facilities with the District as the last time we spoke to him there was an issue with drainage. The City did take a look at the pipe and it has been cleared so this has been dealt with. If we do want to re-surface areas of the playground it would actually be helpful for the drainage issue. There is a gentleman who works for habitat (playground reps) we can arrange a meeting with Brad, AI and PAC Admin to assess the playground. Turf is 30% less cost than recycled rubber surfacing and is also easier to repair.

• Open floor for Q&A with school admin

> Alex: I do the popcorn on wednesdays and the teachers have requested the yellow popcorn trays from the food program. We normally empty the popcorn out of the trays into the classroom and take the tray at the same time. The teachers are requesting that we leave the trays there so that they can distribute because this is easier for them. This

is not a problem but I want to make sure that we can do this through the food program and also that the teachers return them.

> Carolyn: This is a great idea and I will send a note to staff about this change

> Vrushali: IN the parking lot in the pick up line there are cars parking on the left hand side and I know we have had this issue in the past. Is there anything we can do? Cones or something to remind people?

> Paul: I have been out there the past few weeks moving people along and I have had the cones out there. I have been sending this update in the weekly email. We will keep on this.

> Alicia: Do we know when the affordability funds will be received?

> Paul: we have received \$16,000 (50 epr student). At this time we are looking for ideas.

> Alicia: Is there a timeframe for when these funds will be allocated.

>Carolyn: We are doing this on an as needs basis. If we know of families that need food/clothing etc we are trying to meet those needs.

> Alicia: Have you decided that these funds will be used for a specific item? Field Trips?

> Carolyn: We received funds per student but we will be using them as needed so they are not allocated per student, it will be as needed. Ex: if there is an expensive field trip we may be able to fund the entire trip for the whole class or help specific students for this cost.

> Paul: We have purchased some things for the breakfast program and also some clothing items.

> Andrea: Weekly emails - I am making a request that if there is pertinent information can you please put it in the body of the email, a lot of people especially on phones won't click on the attachment and they are missing information.

> Nadine: Can we use some of the allocated funds discussed for Hot Lunch to purchase lunches for children who maybe don't participate.

> Paul & Carolyn - Yes lets have a discussion about this.

> Brittany: Is there a way in munch a lunch to donate an extra meal or a \$ amount to purchase a lunch for another?

> Andrea: McCammon does this, I can talk to their PAC.

> Deb: Is there anything about the student funding availability on the facebook page? Can we post this?

> Yes, this will be posted. ANyone in need of funds or assistance can absolutely talk to Paul/ Caroyln anonymously.

- School admin leave meeting

## 2.2 Treasurer Report

> Debra Shared her screen - Reviewed Treasurer Report

> Discussion: Reviwed Revenue from each fundraiser. (see attached treasurer report)

> Deb: at the beginning of the year I was supposed to write a cheque from the Gaming account but accidently wrote it from the chequing account, two times. I now need to write a cheque to correct this and put funds back where they belong. I wanted this noted for the Minutes.

### 2.3 Chairperson Report

> Exec had a meeting with admin on Sept 27th. We discussed a few things

- Read-a-thon: We approached admin to ask if this can be done. At this time Admin said that the librarian is ramping up for the bookfair. They also let us know Mr. McDowell is looking for volunteers for this. We will bring up read-a-thon another time this year.
- Walk-a-thon: Similar to read-a-thon but walking. Mr. Allanson and Coach are already doing a “walk across Canada” program.
- Exec pitched a movie-night. The date proposed did not work for admin as the gym is booked during this time. Admin stated that it can be difficult to do these events as children can get excitable at these events. Admin would support this but would like to get to know the students better and approach this in the New Year when they have formed relationships with the students.
- First Aid Hero: Admin were approached about First Aid Hero courses. Admin suggested Nov 28 as there is staff already in the building or that we could look at using neighbourhood learning centre.
- Accessible playground was brought up as we have a student in the school this year who is in a wheelchair and our playground is not accessible.
- Any correspondence given to Admin, please make sure it is provided through proper channels if it is coming from PAC as this way things do not fall through the cracks.

### 2.4 DPAC Rep Report

> Alicia: I wan't able to attend the actual meeting but they did do a blanket exercise right before Truth and Reconciliation Day. DPAC focused on election items. Co-hosted all candidates debate.

> Affordability funds is supposed to be consulted on with PAC and Admin

> DCC PAC is offering workshops (PAC 101, Treasurer 101, etc) If we are interested we can look at doing this. DPAC meeting next Thursday

## 3) UNFINISHED BUSINESS

### 3.1 Communication with membership - update

> 50-60 people have responded to this. Vrushali will re-post this.

#### 4) NEW BUSINESS

##### 4.1 Vacant Executive position - Member At Large

> Vrushali explained the position. If you are interested please contact the PAC.

##### 4.2 New cheque signer

• MOTION TBC – Remove Brittany Ekelund as cheque signer and add Alicia Fleetham new cheque signer.

First: Alex

Second: Andrea

Motion: Passed

##### 4.3 Hot Lunch Report

> Nadine: Hot Lunch is looking good so far. People are ordering quite a bit which is good. I wanted to bring up the \$2 donation option to see if this is a possibility and if we cannot get enough from donations, is PAC willing to set aside a fund for a few kids to receive Hot Lunch.

> Mrs. Reed the school social worker, would know best the kids who come in and could use a hot lunch. We do need permission from the parents before we order for the students so it shouldn't cause issues with dietary needs.

> Alicia: since we have affordability funds already for this year. I think that this year we should already be covered?

> Andrea: I will talk to my friend who is on the McCammon PAC and find out how their donations through Munch A Lunch is done for their school.

> Vrushali: I am on board for adding a donation through Munch A Lunch but with the affordability funds this year, we should be utilizing those funds for anything extra.

> Alex: We do have more volunteers that are looking to get started but we are waiting on criminal record checks as they are backlogged. It would be good to have a pool of volunteers that we can pull from or have monthly schedules. Cold/Flu season is coming and it would be good to have people prepared.

• MOTION: THAT PAC strike a Hot Lunch committee for the 2022/23 year.

First:

Second:

Motion:

**This motion is being tabled to be moved forward to another meeting**

##### 1.4 Fundraisers

• Coupon books

> Alex: Coupon books have been distributed. There were a few books (3) missing due to not having enough books.

> Deb: I called the lady and there are a few extra so I will get those from here. There are 6 left for Abbotsford if we want to put this on the Facebook page? If not she can pick the remaining books up.

• Natasha's Pies

> Vrushali: Is anyone following up on this fundraiser?

> Alicia: There was an email sent about this fundraiser, last year? Might be in the archive?

• Neufeld:

> This is going ahead this year. We should have this going pretty quick.

• MOTION: THAT PAC strike a Fundraising Committee for the 2022/23 year.

First:Brittany

Second: Alicia

Motion:Passed

Alex, Becky and Sara are volunteering to be on this committee.

> Becky: I really want to do a pubnight / silent auction fundraiser. I think this could be really successful.

> Andrea: Is timing something we can look at? Just to make sure that we have things planned for the best time during the year?

> Becky: I will work with Corky's and find a date ahead that works.

> Deb: I know at Dukes, we did this before and we get a higher return on tickets/meals.

## 1.5 Budget

• Discussion and approval of budget. (See attached Proposed Budget)

> Deb: Are we just saving money for requests from teachers?

> Vrushali: I am really interested in following up with the accessible playground.

> Alicia: We can look at this and see if we can determine an area that can be made more accessible.

> Pub night, do we have a goal / budget?

>Alicia: I think we should budget our expenses, but we don't necessarily need to budget our income? Unless there is a high up front cost?

> Deb: I agree, this part of the budget doesn't always make sense.

> Diedlemans has been removed as PAC Income Budget as we are not planning to do this fundraiser

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> Discussion around expenses

Christmas Breakfast (Gaming funds)

- We should make sure the budget remains high as somethings may be more pricey now that we are out of Covid and also plastics ban in Chilliwack may make utensils more pricey.

Teachers \$100 each class (chequing account)

- If this is going to be changed, I feel that we need to change it for next year and make sure that the teachers have notice in advance.
- Alicia; I think this is good to leave in there. If we have significant requests we can state that we do provide \$100 per class and note that the school budget should also be used to cover items.

### BCCPAC Membership (Gaming Funds)

- This is a \$75 annual fee

### Hot Lunch Software

- Munch A lunch is working really well.

### Library Donation

- Vrushali: What was this used for last year
- Deb: 3D Printer and accessories, Book series.
- Discussion about the purchase of the 3D printer and what it is used for as there was another approved budget item for a separate 3D printer.
- This year it would be nice to have clarification on what this budget is being used for going forward.
- Is the library 3D printer used for the 3D printer club. No, there is another one in Mr. Merrick's class used for the club.
- Consensus: This budget item will remain
  
- Deb: The only thing I do not have listed here is the gaming grant. We get \$20 per student. They do require that specific amounts are to be given to the students. We need to let Kim know how much is being allotted for each teacher to use for students. This is to be used for field trips.
- Andrea: How are we doing on the gaming account? I am fine to allot the \$15/\$20 to the classrooms for the field trips as long as we have money remaining for items that come up.
- Deb: The \$15/\$20 leaves us with quite a bit remaining and also we do have a time limitation per say in which these funds should be used (per student).
- Vruahali: If we are looking at a bigger purchase like the playground can we use this?
- Alicia: That is a big expense but yes gaming funds can be used for this.
- Nadine: I do have some books from about 3 years ago in the PAC office. I remember the cost per item being \$60,000 \$100,000 per item. Pub night fundraisers etc will help a lot towards this.
- Andrea: What is our expectation for playground? Are we expecting this to be completed this year or is this a few year project?
- We need to find a number, pick a target and then we can adjust budgets going forward. We don't know enough this year.
- Based on this conversation how much are we going to dedicate per student from gaming?
- Brittany: I think we should leave it the same as last year so that any trips that are already being planned based on this expectation can be accommodated.
- Becky: Are we going to do the carnival?
- We can dedicate funds for next year but not do the carnival this year.
- Discussion based around the carnival and allocation of dollar amount.

- Deb: Quickbooks, I looked into software as per request previously. It is \$17.60 per month plus tax. Reporting and keeping track of expenses would be much easier especially for someone else going forward.

Grade 5 year end

- > Vrushali: I am going to suggest we leave this item off the agenda until a committee has been formed.
- > Nadine: Grade 5 are planning to fundraise to go to camp Chehalis.
- > We want to make sure whatever we decide we carry forward so that the kids next year don't feel that they don't get the same as the kids this year received. We should allot the same amount every year.
- > Part of the responsibility is on the parents as well. We need volunteers as well and last year this was an issue.
- > Vrushali: I am on board with approving a budget and we stipulate that there is a condition that a Grade 5 committee is formed and consulted?
- > Alicia: If there is no parent committee it comes back to the PAC and we know what the funds are being spent on.
- > Deb: If no parent does step up at least this falls back on the PAC and we can ensure this is planned for the Grade 5's.
- > Vrushali: Even with the parent committee, the assumption is that they would work with the admin. The point is that the PAC would allocate an amount, and that the parents will be consulted and given the opportunity to be involved.

DEB: MOTION THAT PAC strike a Grade 5 Graduation Committee:

First: Vrushali

Second: Andrea

Motion: Passed

- > Does I-ride need to be added to the budget?
- > Unsure on the cost, Vrushali will follow up with admin and come back to adding this to budget.
- > Year end celebration, is this going to be a community event or fundraiser? It makes a difference if we can use gaming funds or not.
- > Can we come back to this? Once we know what funds are available and whether or not this should be a free community event?
- > We can approve the budget as is and then make amendments later if necessary as it is "proposed".
- > Do we need to add funds for the movie night?
- > Let's wait until we have a firm commitment and date.
- > Grade 5 trip, we've written "pending" on consultation,
  - There was discussion surrounding consultation and it was determined that this item should come back to PAC after the grade 5 parent



committee has been established and come up with some ideas with Admin.

(DEB) • MOTION: THAT PAC approve proposed Budget for 2022/2023 school year.

First:Brittany

Second: Sara

Motion: Passed

1.5 Grade 5 graduation

- Was discussed as part of Budget Item

5) DATE OF NEXT MEETING

- PAC General Meeting November 21, 2022, at 6:30pm

6) ADJOURNMENT 9:48 PM