

Adams Road Elem. PAC – Meeting Minutes – September 29, 2015

MINUTES UNOFFICIAL UNTIL APPROVED AT NEXT PAC MEETING

Present:

Executive: Jennifer C. (Co-President), Trina B. (Treasurer), Andrea A. (DPAC), Jaci G. (Co-Secretary), Joanne Berka (Principal), Fiona Eckert (Vice-Principal)

Leads: Lisa D. (PAC Website/Newsletter, Co-Grade 7 Parent), Brenda S. (Co-Grade 7 Parent), Erin T. (Hot Lunch), Melanie P. (Fruit & Veggie Program), Kim Tuckey (Hot Lunch)

Regrets:

Kelly G. (Co-President), Gail K. (Co-VP), Barb B. (Co-VP), Amanda M. (Hot Lunch), Paula T. (Grade 7 Parent)

Members at Large:

See Sign-in Sheet (Attached – Attachment One)

1. WELCOME & INTRODUCTIONS	Jaci G. called the meeting to order at 6:35PM. PAC Exec members and members at large all introduced themselves.
2. APPROVAL OF AGENDA	Agenda Approved by: Sheila S. Seconded By: Sara C.
3. APPROVAL OF PREVIOUS MINUTES	Minutes from April 1, 2015 were available to read. Approved by: Lisa D. Seconded by: Kim T.
4. REPORTS:	
A) Principal's Report	<p>Mrs. Eckert and Mrs. Berka reported:</p> <ul style="list-style-type: none"> - 128 new families in the school this year - 529 students enrolled as of today - 57 staff members - They appreciate all the cooperation with the new parking procedures - Fire Drill on Wednesday, September 30th - Terry Fox Run on Friday, October 2nd with Cops for Cancer - Grade 4/5 Bike Safety Day Friday, October 9th - They will be having monthly assemblies and school wide spirit days. The school has grown so much that, due to fire regulations, there is sadly no room in the gym to host parents as well. - <u>New Building Update</u> – on track for June-ish completion; the contractor is great and they are hitting the deadlines set out. The staff have been awesome with the upheaval and with a "We can do it! Yes we can!" mantra, they are very excited for our new addition to be complete. - <u>Pro-D Day</u> – The whole staff met and worked on tangible ways to implement the School Goals of Social & Emotional Learning. The School Plan is posted on the school website. They also looked at new ways to communicate student learning, and how they can support students in school in collaborative ways. They want to make student's learning more visible to parents. Stay tuned for more info on new reporting systems.
B) District PAC Update	-Andrea reported that the meeting was informal and that their

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	<p>Wednesday, October 28th meeting will be a “PAC 101” topic.</p> <ul style="list-style-type: none"> -Main priorities this year seem to focus on the new curriculum, Fresh Grade (new reporting system), and the general overcrowding of Surrey Schools -Their meetings are always the last Wednesday of the month at 6:45, located at the District Education Centre. Everyone is welcome.
C) Treasurer’s Report	<p>As of September 29th:</p> <ul style="list-style-type: none"> - General Fund \$13,931.13 (\$10,000 of that is already earmarked for a School Sign) - Gaming Account:\$0.00 (Funds were transferred to a Term Deposit) - Term Deposit: \$24,651.29 (Earmarked for new Primary Playground)
D) Fundraisers	
i) Recycling Program	<ul style="list-style-type: none"> -Kelly G. to look into where and under what ours is set up. ACTION: Kelly to investigate and report back
ii) Dough Raiser	<ul style="list-style-type: none"> -Anyone shopping at COBS at Fraser Hwy & 188th can mention our school, and COBS will donate 5% of the sale back to our school. It’s a great way to “help without helping”. Contact: Amanda M.
iii) Entertainment Books	<ul style="list-style-type: none"> -Trina B. and Kim T. report that it’s going well. Still waiting for all the books to be returned. -Ice Cream Party needs to be planned for those students who returned their books early. ACTION: Trina and Kim to organize Ice Cream Party with consultation with Admin. Event wrap-up to also be completed.
iv) Loveable Labels	<ul style="list-style-type: none"> -Jaci G. needs to get this up and running still. She has set it up in the past. Canadian company Loveable Labels, similar to Mabel’s Labels www.loveablelabels.ca - Helps keep things out of the lost and found - Labels are intended for use on clothing, shoes, back packs, school supplies, sports equipment, water bottle, etc. They are dishwasher safe, self adhesive, can go through the washing machine and dryer -20% of the sales are given directly back to the school ACTION: Jaci to set up Loveable Labels fundraiser.
E) Hot Lunch	<ul style="list-style-type: none"> - Ordering for the Fall session closed yesterday. Thanks Erin T. and Amanda M. for all your hard work! - This year, due to a change in manufacturing of the baking items we previously purchased to use, the Hot Lunch Committee had to change from chocolate chip cookies (they could no longer promise that they were peanut and nut free) to pre-packaged peanut/nut-safe items such as “Bear Paws”, “Fruit cups” or “Rice Krispie treats”. -The winter session will be available for ordering after Christmas break.

6. OLD BUSINESS

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a) Sign for Front of School	<ul style="list-style-type: none"> - Principal Mrs. Berka is looking into the cost and feasibility. - Item TABLED
7. NEW BUSINESS	
a) Location and Time of Future PAC Meetings	<ul style="list-style-type: none"> - PAC experimented with going to fewer meetings the past year and found that communication suffered. - PAC Exec discussed extensively and a decision was made to go back to monthly meetings. However, from surveys the PAC has done in the past, there was a desire for some day time meetings as evenings are often busy with kid's activities and family commitments. - The trend seems to be that lots of parents come in September and as the year moves forward, attendance dwindles significantly. Most of those who do consistently attend feel daytime meetings are most convenient for them. Guest speakers help draw out more people in the evenings. In the past, many people only come for the speaker and then leave for the meeting part. This is totally fine as we want to encourage parent involvement through participation with guest speakers. - Meetings will alternate monthly between the daytime and evenings. Daytime Meetings will be hosted onsite in the Multipurpose Room at 8:45AM on Monday mornings since that is when the room is not being used. Evening Meetings will be hosted in the library at 6:30PM on pre-set dates and these meeting will usually include a Guest Speaker to begin with.
b) Family Skate	<ul style="list-style-type: none"> - In the past we have done this on the last Sunday morning of the Christmas Break. That date is now not available. - NEW DATE FOR FAMILY SKATE: SATURDAY, JANUARY 2nd from 9:30-11:30 AM at the Cloverdale Ice Rink - In addition to the rental fees for the ice, in the past the PAC has purchased hot chocolate and Timbits for the families to enjoy. This costs us money. - Discussed and decided that this year there will be a "Donation" Box that families can drop money into, with no obligation to donate anything. The funds will be used to cover the cost of the day, and any additional funds will go towards the Playground. <p>MOTION: For the PAC to spend up to \$500 on the Family Skate for Ice Rental, drinks, & snacks. All were in favour. No one opposed. Motion carried.</p>
c) Class Parent	<ul style="list-style-type: none"> - Some forms have been returned to teachers from parents - Admin to decide who and let Andrea A. know so that she can begin coordinating <p style="background-color: yellow;">ACTION: Admin to coordinate with Andrea A. and get this moving forward</p>
d) Banking	<ul style="list-style-type: none"> - Signers for the PAC Bank Account were all updated at the bank for this year. Signers are Jennifer C. (Co-President),

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	<p>Gail K. (Co-Vice President), Trina B. (Treasurer), Andrea A. (DPAC), and Jaci G. (Secretary). Bank is Prospera Credit Union. Everything at the bank, with the exception of deposits, requires two signatures.</p> <ul style="list-style-type: none"> - Treasurer now has “online viewing only” access to the accounts to help her keep up to date (Previously she had to wait for the paper statement to come to the school in the mail). - Gaming Money that is set aside for the new Primary Playground was transferred into a Term Deposit so that it can at least gain a little interest while it is sitting there waiting.
<p>e) List of Dates/Events/ Fundraisers</p>	<p>Some dates have been secured, and others are still in the planning stages. This is what we have so far:</p> <ul style="list-style-type: none"> - Family Skate – Saturday, January 2nd 9:30-11:30AM - Tree Chip/Bottle Drive – Saturday, January 2nd - Parent Social – in February - Family Event- (Primary & Intermediate?) – TBD - Raffle – Spring - Sports Day Concession
<p>f) Gift Card Promo</p>	<p>TABLED</p>
<p>g) Fun Fair</p>	<ul style="list-style-type: none"> - Administration feel that it would be too chaotic to do a Fun Fair this May with the construction. Since the Fun Fair is a significant source of revenue that the PAC had budgeted for (approximately \$10,000), we will be looking at our finances in upcoming exec meetings to determine a course of action. This may involve additional fundraisers, soliciting straight donations or cutting spending. Money raised from Fun Fair was to be directed to help solely with costs of the new Primary Playground.
<p>h) Christmas Cards</p>	<ul style="list-style-type: none"> - A volunteer is needed to write the Staff Christmas Cards. Contact adamsroadpac@hotmail.com if you would like to volunteer
<p>i) Fundraising Ideas</p>	<ul style="list-style-type: none"> - If you have any ideas for fundraisers, please contact Andrea A. or adamsroadpac@hotmail.com - Ideally, PAC is looking for someone new to spearhead and organize a fundraiser, and the PAC will assist as appropriate - Talk of people who are wanting to do a Fundraiser for the Playground, who have home businesses, doing a fundraiser separate from the school, and perhaps donating a portion of their profits back to the school, if they desire, in one lump sum. Every little bit counts! - Another way the PAC wants to earn money this year is to save on the Fundraisers that we already do. For example, the PAC needs many things throughout the year to make events happen. If we can have some of those items donated, so that they aren't an expense taking away from

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	income, this would be great. For example, items for concessions, bottle drives, hot lunch.
j) Prizes for Raffle	-We are looking for Prize Donations for our Spring Raffle. If you or anyone you know is able and willing to donate, that would be very appreciated. Contact: adamsroadpac@hotmail.com
8. ADJOURNMENT	
	Meeting was adjourned at 7:43PM by Jennifer C.
	NEXT PAC MEETING IS MONDAY, OCTOBER 26 TH @ 8:45AM IN THE MULTI-PURPOSE ROOM

Minutes Respectfully Submitted by Jaci G., October 14 ,2015