

Parent Advisory Council (PAC)

Eagle Ridge Elementary
Minutes for Monday November 27th 2017

Present: Petra Kintzinger – Principal, Melissa Fisher – President, Sharon Pugh – Vice President, Diane Nishikihana - Treasurer , Maribeth Pearson – DPAC Representative, Shonna Richardson, Zoe Anderson

Proceedings

Meeting called to order by Melissa Fisher at 6:47PM

Review and Approval of Agenda

Motion was made by Maribeth Pearson to accept and approve the agenda for November 27th 2017.
Motion was carried.

Review and Approval of Minutes

Motion was made by Zoe Anderson to accept and approve the minutes from our last PAC Meeting of Wednesday October 25th 2017. There was no business arising from the minutes. Motion was carried.

President's Report – Melissa Fisher

- Next year's executive: An email will go out shortly but parents needed to step up into Executive positions for next year's PAC. If Eagle Ridge PAC does not exist, the PAC money in our accounts will be redistributed to other schools. All executive positions can be shared. Also some positions (e.g. hot lunch) can be filled that are not necessarily executive positions. Melissa is still here to train and share her knowledge but other current executives will either be moving on to middle school or stepping down next year.

Principal's Report – Petra Kintzinger

- Funding for technology: Laptops are replaced systematically every six years. Currently in need of more iPads for intermediate grades. Wish list from teachers include 2 ceiling mount projectors (est. \$3600) and 10 replacement laptops (est. \$7600) but laptops would be the priority. Looking to maximize funds available through school budget and PAC.
- Rick Botero will join the January PAC meeting to talk further about this and no motion will be made at this time.

Treasurer's Report – Diane Nishikihana

General Account Balance as **\$15,229.32 (\$11,752.45 Adjusted)**

Gaming Account Balance as **\$22,658.78**

Playground Account Balance as **\$11,332.20**

Gr 5 Activity Day Balance as **\$2948.55 (includes hoodie payments)**

- Estimated profits for Oct Pizza Day (\$563), Craft Fair (\$837) and Purdy's holiday (\$574)

DPAC – Maribeth Pearson

- The October DPAC meeting talked about the new report card formats.
- The next meeting on Nov 29th will include a talk from the Superintendent, Patricia Gartland, and topics such as emergency preparedness and social emotional health

COMMITTEE REPORTS

Hot Lunch Program / Treat Days – Amanda Cawthra

- Fresh Slice Pizza: Having issues such as orders coming as two separate deliveries and non-thermal bags being used. Their service is not up to standards we expect from them. Dev, the manager, will be contacted and concerns addressed. In the meantime, may look into other options (e.g. Scott Creek uses Pizza Factory) but the vendor would need to be able to deliver individual slices by division.
- Jugo Juice fundraiser has been moved to January of next year

Parent Education – Vacant

Nothing to report at this time.

Traffic & Safety Committee – Sharon Pugh

Nothing to report at this time.

Emergency Preparedness Committee – Amanda Cawthra

Nothing to Report at this Time

Website & Newsletter / Parent Communication – Sarah Turner

Nothing to report at this time.

School Event / Fundraising Committee – Melissa Fisher

- Colibri reusable lunch bags – Feb. 19th as possible date to try this (\$20 flat shipping charge, no minimum sales amount)
- other events: Scholastic Book Fair (preview day Feb. 14th, fair days on Feb. 15th & 16th) and spring plant sale (Devry)

Grade 5 Committee – Vacant

- Costs being calculated and discussed for Activity Day

NEW BUSINESS

1. Pancake Breakfast this Friday, Dec. 1st

- firefighters confirmed but name of who is coming is still TBA
- 2:30 pm set up on Thursday

- school board trustees (Carol Cahoon and Kerri Palmer Isaak) and Mayor Richard Stewart confirmed; Lisa Park and Vice-Chair Michael Thomas are TBA
- SNAP newspaper and SHARE bear mascot will be present
- Starbucks confirmed for 7 am pick-up, waiting to hear confirmation from Suterbrook Cobbs

2. Concerts on Dec. 20th and 21st

- PAC will be doing “Best Seats in the House” raffle
- may be an idea to announce that proceeds will go towards “10 laptops for intermediate class use” to highlight the need to the parent community

3. Secret Shopper

- need someone to step up next year and take over from Shonna
- concerns: securing space is difficult, storing items at school and home not practical, amount of plastic litter generated
- options going forward: (a) continue as is if someone willing to store at home; (b) hire local company to set up. One company has \$1000 minimum sales amount and commission coming back to the school - Maribeth would be interested; (c) scrapping Secret Shopper and changing to something different. May be helpful to ask what other schools are doing.
- leftover inventory: half price on Friday, sell online or donate, keep some items for prizes

Motions

1. To allow for up to but no more than \$2410 from our general account be used to support classroom purchases based on each teachers FTE. (Purchases made by teachers and receipts submitted to the PAC. Cheques to be submitted to each teacher pending PAC’s approval of purchases.) Motion approved by Zoe Anderson, none opposed. Motion was carried.
2. To allow for up to but no more than \$750 be used from our gaming account to purchase items needed for the Pancake Breakfast. Motion approved by Shonna Richardson, none opposed. Motion was carried.
3. To allow for up to but no more than \$600 be used from our gaming account to purchase PE Equipment for classroom and school use. Motion approved by Zoe Anderson, none opposed. Motion was carried.

Open Discussion (Time permitting)

1. **Game Day** –possibility of a game day (Pokemon cards, etc.) towards the end of the year. Zoe to come up with a plan for this.

ADJOURNMENT

Meeting adjourned at 7:55PM

Minutes submitted by Diane Nishikihama

Next PAC meeting: January 24th, 2018