

James Park PAC Meeting Minutes

Tuesday, October 10, 2023

6:30 pm at James Park Elementary School

Minutes: Cynthia Johnson

In Attendance: Sonja Feichtinger, Katherine McGill, Cynthia Johnson, Christine Mackenzie, Luciana Ferro Sardi, Donna Ciarniello, Sarah Kwan, Courtney Eisel, Crystal Craig, and Rosalie Wells

Non-voting Attendees: Rob Wright (Principal), Mary Anne Siegemund (Cobs)

	Agenda Item	Action Needed
1	Call to Order: 6:31 pm. Land Acknowledgement (Katherine McGill)	
2	MOTION for the approval of the agenda. Motion Crystal Craig, 2nd Donna Ciarniello, CARRIED.	
3	MOTION for the approval of the September 12, 2023 Meeting Minutes. Motion Donna Ciarniello, 2nd Lucianna Ferro Sardi, CARRIED.	
4	<p>COBS Presentation (Mary Anne Siegemund)</p> <ul style="list-style-type: none"> ● Mary Anne Siegemund, owner of the COBS at Oxford Market, donated \$390 to PAC. This money was raised through COBS Doughraiser program. This program allows anyone to contribute their COBS points to the James Park PAC. This is an ongoing fundraiser, and all that James Park families need to do is tell the cashier that they want to donate their points when paying for their order. ● COBS has also offered free field trips for Kindergarten classes. The field trips include a tour of the COBS bakery and the opportunity to make a fun bun. ● Thank you to COBS for supporting our school! 	
5	<p>Grade 5 (Sonja Feichtinger)</p> <ul style="list-style-type: none"> ● Last week parent meeting to discuss <ul style="list-style-type: none"> ○ Importance of fundraising ○ Hoodies, volunteers for the dance ● Hoodies were sized last week, notice of hoodies sizes were sent to parents ● October 16 the order will be sent in, signatures are almost done. ● Dance volunteers and some with no contact information <ul style="list-style-type: none"> ○ Highschool volunteers and we need more attendees ● The Grade 5 fundraising for last year had a surplus of \$1,388.62 	

	<p>This money is not needed for this year's grade 5 celebrations. In consultation with last year's grade 5 coordinator (Rosalie Wells), this year's grade 5 coordinators (Sonja Feightinger and Crystal Craig) have decided to gift these funds to the Playground Project as a legacy gift. In the future, PAC will encourage Grade 5 coordinators to donate any surplus exceeding \$300 to a cause benefitting the school.</p> <ul style="list-style-type: none"> ● Donna - \$34 in bottles so far with the Bottle Drive, received some garbage cans. 	
6	<p>Principal's Report (Rob Wright)</p> <ul style="list-style-type: none"> ● Terry Fox run brought in \$650 in donations ● Truth and Reconciliation Ceremony - BC Song ● Connecting conversations with teachers/parents happened last week were helpful. ● Hot Dogs at the Connecting Conversations were 325 each night. ● Kids are enjoying new playground, learning sharing/turn taking, walkthrough went well. ● School pictures are on October 13th. ● Interim Report Cards go out October 19th - parents can arrange an appointment to talk to their child's teacher throughout the year, not just during reporting periods. ● Pro-D Day October 20th. ● FSAs for Grade 4. ● James Park Pumpkin Patch is October 24th - \$3 suggested donation, need volunteers to set up in am 8:15 ● Christmas Concert last week of school before break. 	
7	<p>Hot Lunch (Donna Ciarniello and Lucianna Ferro Sardi)</p> <ul style="list-style-type: none"> ● Fun and when went well ● Social media is reminder goes out. ● Need to send to sarah if want email reminders ● \$413 profit for Dominos ● 178 TCBY Orders tomorrow ● Lots of feedback on survey more healthy options, more small items mor hot lunches less treat days two or three contacts ● Great help from grade 5 ambassadors 	
8	<p>Fundraising (Sarah Kwan and Courtney Eisel and Katherine McGill)</p> <ul style="list-style-type: none"> ● Ready to make Photos with santa live ● Everything on munchalunch ● Meridian Meats ● Reaching out to business for fundraising ● Give out thank you stuff to santa and staff ● Krispy Kreme/Book Sale <ul style="list-style-type: none"> ○ We will be selling preorders for Krispy Kreme Donuts on Munchalunch. Pickup date is Nov.24. We will also be selling individual donuts on that day, just like a freezie sale. I will need a few volunteers to help me bag the individual donuts and sell them. 	

	<ul style="list-style-type: none"> ○ We can also run a book sale at the same time. Sell the books for super cheap. Any leftover books will be donated as we need to make room in PAC storage for the Kids Shopping Event in December. ● Purdy's - Will be launching in November, and delivered in December. 	
9	<p>Kids Shopping Event (Christine MacKenzie)</p> <ul style="list-style-type: none"> ● December 15 ● Bikes from her strata ● Gym for 2 days ● Meeting for donations, volunteers (Meeting Wednesday Oct 18 in person at 5pm) 	
10	<p>Playground (Katherine McGill)</p> <ul style="list-style-type: none"> ● Phase 1 construction is complete, and the playground is open! A big thank you to everyone involved in this project! ● Rob is orchestrating ramp installation to the playground. ● The photo shoot at the playground on Friday was a success. Thank you to everyone who came out. Big thanks to Andrea, who took the photos. ● The ribbon-cutting ceremony is not required for the grant reports. As it currently stands, Lyndsay has volunteered to organize the ribbon-cutting, but the event itself will not take place until after the ramps are installed. ● The TSBC grant report was submitted. The next report I need to complete is for the PoCo Foundation grant. 	
11	<p>Treasurer's Report (Katherine McGill)</p> <ul style="list-style-type: none"> ● May 18 Laurie's 60th birthday ● Bank Account Totals <ul style="list-style-type: none"> ○ General: \$7,928.00 (Grade 5 Allocation: \$1,858) ○ Gaming: \$5,452.28 ○ Savings: \$81,701.11 ● Gaming Grant money was deposited on October 5th, totalling \$7,440.00. \$2000 of that grant was deposited into our Playground Savings account, as allocated by the 2023/24 Gaming Budget. ● 2022/23 Finances <ul style="list-style-type: none"> ○ For the General Account, these numbers are unofficial. Due to Munchalunch's accounting system and time constraints on my part, it was impossible for me to complete a 100% accurate presentation for the 2022/23 fiscal year. The numbers provided are meant to be a guide for our PAC this year and for future years to see how money was earned and spent during the 2022/23 fiscal year. ○ Spreadsheets are at the end of these meeting minutes. ● The newly revised budget can be viewed at the end of these meeting minutes. 	

12	<p>New Business (Katherin McGill)</p> <ul style="list-style-type: none"> ● MOTION to amend the 2023/24 General Budget as follows: <ul style="list-style-type: none"> ○ Remove the BCCPAC Conference Contribution of \$225. ○ Add a Playground Project Contribution of \$2,500. ○ Change the notes section for Grade 5 Fundraising from “Freezie sales, 50% Halloween dance, concessions at movie night, soap fundraiser.” to “Freezie sales, Halloween dance, concessions at movie night, and bottle drives.” ○ Change the notes section for Movie Nights from “Munchalunch pre-orders and door sales.” to “Ticket sales only. Grade 5 Fundraising to receive concession profits.” <p>Motion by Katherine, Seconded by Courtney Eisel all in favour, CARRIED.</p>	
13	Teachers and Principal Dismissed 8:00 pm	
14	<p>By-Election</p> <ul style="list-style-type: none"> ● The following individuals have been elected unanimously to the 2023/24 James Park PAC, with their terms ending on June 30, 2024. <ul style="list-style-type: none"> ○ Fundraising Coordinator - Courtney Eisel and Sarah Kwan ○ Parent Volunteer Coordinator - Christine MacKenzie ○ Montessori Rep - Courtney Eisel and Sarah Kwan ○ Lost and Found Coordinator - Chrystal Craig ○ Fruit and Veggie Coordinator - Donna Ciarniello ○ Social Media Coordinator - Sonja Feichtinger ● Unfilled positions: <ul style="list-style-type: none"> ○ DPAC Rep ○ Member at Large ○ Safety and Emergency Preparedness Coordinator ○ Health and Wellness Coordinator 	
15	Next Meeting: Tuesday, November 14, 2023 at 6:30 pm in person James Park Elementary Room 202	
16	Adjournment: 8:18 pm.	