



**MINNEKHADA PAC EXECUTIVE
MEETING MINUTES
June 16, 2021 at 7:00 pm via Zoom**

1. Welcome & Call to Order

PAC Executive:

Chairperson	Andrea Howorth
Vice Chairperson	Jamie Manchester
Secretary	Shannon Leadbeater
DPAC Rep	Michelle Lahiti
Fundraising	Crystal Scarfo-Harris
Members at Large	Corrina Piovesan, Darian Noel

Administration:

Principal Pam Becker

Other PAC Members: Heather So

Executive Regrets:

Treasurer Stacey Gokool

The Meeting was called to order at 7:04pm.

2. Approval of Agenda & Meeting Minutes from last meeting

- a. The agenda is approved. Motion - Corrina, Second - Crystal
- b. The May 2021 meeting minutes are approved. Motion - Corrina, Second - Crystal

3. Principal's Report

- a. Outdoor Classrooms
 - i. Two outdoor classrooms are planned. One is proposed to be funded by PAC and one will be funded by the school. One will be located at the front of the school and the other at the side or back.
 - ii. Delivery date of the rock benches is scheduled for early Spring which works well as the landscaping, grass issues, and parking lot/drop off loop still need to be completed.
 - iii. A gravel foundation will need to be laid underneath each stone so they don't sink into the earth. The District will look after the work but the school will need to pay the cost for this.
 - iv. The stones will be positioned in a circle of 14 blocks (which fit 2 students each) with a centre block for the teacher. The top and bottom of the stones are smooth and treated for comfort and to withstand the elements.
 - v. A quote from Northwest Landscape Supply has been received in the amount of \$22,120 which covers the cost of both classrooms but does not include the cost of the gravel foundation that the District will do.
 - vi. A deposit of 50% is required now with the balance due at delivery.



**MINNEKHADA PAC EXECUTIVE
MEETING MINUTES
June 16, 2021 at 7:00 pm via Zoom**

- b. Grade 8 Leaving Ceremony
 - i. There will be 4 leaving ceremonies held by learning group.
 - ii. These will be filmed and a link sent to parents to avoid any potential issues with the wifi.
 - iii. There will be a valedictorian and each student will have an opportunity to share a favourite memory or a thank you.
 - iv. Gift bags are being put together for the Grade 8s with a free slurpee coupon, a Ball Breakers gift card, and a PoCo Sweets Shop candy bag. The total cost is \$1,500. PAC has budgeted for and will contribute \$500. The balance will be paid for by the school.
 - v. **ACTION: Pam** to give Stacey receipts and **Stacey** will cut a cheque to reimburse the school \$500 for the gift bags.

4. Committee Reports

- a. Chair's Report
 - i. Nothing new to report.
- b. Treasurer's Report (given by Jamie)
 - i. Documents submitted. See Treasurer's Report for June 2021.
- c. DPAC Report
 - i. AGM Meeting held May 26
- d. Fundraising Report
 - i. The Boston Pizza fundraiser raised \$275.

5. Old Business

- a. Outdoor Classroom – VOTE on proposed budget
 - i. **MOTION:** Michelle put forward a motion for PAC to pay for one outdoor classroom which is represented by 50% of the cost of the invoice from Northwest Landscape Supply dated January 18, 2021, and to pay for 50% of the foundation cost from the District which hasn't yet been quoted, with the deposit being paid now and the balance in the spring. Motion - Michelle, Second – Corrina. A vote was taken and the motion was carried.
- b. Staff Appreciation Summary
 - i. The staff were thrilled with the breakfast and goodies they received on their Pro D Day.



**MINNEKHADA PAC EXECUTIVE
MEETING MINUTES
June 16, 2021 at 7:00 pm via Zoom**

- ii. Non-teaching staff that weren't in attendance on the Pro D Day received a gift card and a chocolate from Purdy's.

6. New Business

- a. Election of Secretary
 - i. **MOTION:** Michelle put a motion forward to appoint Darian Noel to the role of Secretary. Shannon seconded. A vote was taken and the motion was carried.

7. Important Dates

- a. Next Meeting
 - i. TBD for September. Likely a Tuesday or Wednesday.
 - ii. **ACTION: Andrea** will send out a doodle poll later in the summer to determine the Executive's availability and will set a date.

8. Meeting Adjournment

- a. Meeting adjourned at 7:40pm.