

**Mountain Meadows Elementary  
Parent Advisory Committee**

**Nov 21, 2019 at 7:00 pm**

**MEETING MINUTES**



**PAC EXECUTIVE:**

President: Ellie Hutton  
Vice President: Charmaine Francis - Regrets  
Treasurer: Gabriella Trochan - Regrets  
Secretary: Julie MacLennan  
DPAC: Paul Caldwell

**1. Call to Order -- INTRODUCTIONS / ATTENDANCE**

- PAC Executive members
- Lindsay Eriksson
- Heather Martell-Thompson
- Jennifer Hightower
- Jamie McMurray
- Gina Barnard
- McKenzie Castle
- Lana Pogue

**2. APPROVAL OF Oct 21, 2019 MINUTES**

- **MOTION:** McKenzie Castle  
Approve Oct 21<sup>nd</sup> minutes
- **SECOND:** Gina Barnard
- **VOTE:** All in Favor, **PASSED**

**3. PRINCIPAL'S MESSAGE**

- No update on an anticipated return date yet.
- Christmas Concerts confirmed for Dec 10-11, there was a change in schedule. Principal to communicate change to teachers, staff, and parents.

- Communication with parents moving to district-wide MyEd, both teachers and staff will be moving to the new platform. Report cards, etc will now be delivered via the new platform.
- the Online School Calendar events are continually being added for the 2019-20 school year, please visit:  
<https://www.sd43.bc.ca/school/mountainmeadows/Lists/Calendar.aspx>
- the remainder of the PAC and school events have been approved and uploaded to the common calendar.

#### 4. Presidents Message

- Class Liaison spots are still not filled in 3 classes
  - Contact [mmepacparents@gmail.com](mailto:mmepacparents@gmail.com) if interested, or the teachers will be reaching out directly
- More parent volunteers are needed for all events, we are not able to make events a success for the students without the parent community involvement

#### 5. DPAC Updates

- No new updates from the district

#### 6. BUDGET REPORT by TREASURER and MOTIONS

(by President)

- General Account = actual balance \$10,147
  - Available funds, not already committed = \$2947
- Casino Account = actual balance \$13,523
  - Available funds, not already committed = \$2040

Budget for the year ~\$26,000 for expenditures

#### 7. Event review – October, November

- Scholastic book fair - \$4000 scholastic spend + bonus achieved, \$1200 in books already spent and was spread to all classes, \$800 credit for library held in reserve for after library revamp complete
  - Current organizers are transitioning out of the school
  - **NEED a volunteer team** to train for this spring and next fall to take over the book fair to continue providing reading materials for the classroom
  - Contact [mmepacparents@gmail.com](mailto:mmepacparents@gmail.com) if you or a team of parents is interested in taking on this once a year event usually held in October due to the bonuses available
- Pub night – a great success, \$662 profit
- Movie night - November \$315 profit
  - Look to consider adding rental of school mats for additional
- Hot lunch - \$384 profit

- Creative by cards - \$1400 profit
- Thrifty online donations - \$263 profit for November, keep up the great usage for those participating, contact [mmepacparents@gmail.com](mailto:mmepacparents@gmail.com) for any additional cards you may need
- With proposed available funds, the planned expenditures are proposed:

**MOTION:** Heather Martell-Thompson

Lion Dance funds approval for the Lunar celebration in Feb

**SECOND:** Lindsay Eriksson

**VOTE: All in Favor, PASSED**

**MOTION:** Heather Martell-Thompson

\$500 for Grade 5 committee

**SECOND:** Lindsay Eriksson

**VOTE: All in Favor, PASSED**

## 8. UPCOMING EVENTS

- 2020 dates are updated on PAC google calendar and school calendar
  - ICAL format (can sync to your mobile phone calendar)
    - [https://www.sd43.bc.ca/school/mountainmeadows/Parents/PAC/OT/HER%20IMPORTANT%20DOCUMENTS/MME%20PAC%20Calendar%20\(iCal\).ics](https://www.sd43.bc.ca/school/mountainmeadows/Parents/PAC/OT/HER%20IMPORTANT%20DOCUMENTS/MME%20PAC%20Calendar%20(iCal).ics)
  - Online google calendar
    - <https://www.sd43.bc.ca/school/mountainmeadows/Parents/PAC/OT/HER%20IMPORTANT%20DOCUMENTS/MME%20PAC%20Google%20Calendar.mht>
- Monthly scholastic orders underway – 2 volunteers have been found for next year, Sofia and Lindsay, Donna to set up transition
- Possible Traffic night – Police and ICBC engagement
- Holiday Market – Dec 3
  - Need more donations
  - Need more volunteers
  - Email Heather Martell-Thompson or [mmepacparents@gmail.com](mailto:mmepacparents@gmail.com) or private message via MME facebook group
- Next Hot Lunch – Dec 13
- SportBall – TBA – teacher committee engagement still required
  - likely to move to move to 1<sup>st</sup> week of Sept for the 2020 school year
  - Port Moody Rec center also engaged for possible alternative, some difficulties with executing the rec center program. Still exploring.
- Multicultural lunch 2 to be set up for Feb on a Monday
- Movie night in January

- Hot lunch in December and January
  - **volunteer needed** for the spring. If you wish to take on coordination, contact [mmepacparents@gmail.com](mailto:mmepacparents@gmail.com) if you are interested in taking on this program
- Pub Night – spring, Date TBA, **volunteer needed** if you wish to take on coordination, contact [mmepacparents@gmail.com](mailto:mmepacparents@gmail.com) if you are interested in taking on this program
- Recipe Book – Gillian to take on
- Wigs for kids – doesn't currently have an owner, **volunteer needed** if you wish to take on coordination, contact [mmepacparents@gmail.com](mailto:mmepacparents@gmail.com) if you are interested in taking on this program
- Spirit Wear – schedule for Sept 2020 – **volunteer needed** if you wish to take on coordination, contact [mmepacparents@gmail.com](mailto:mmepacparents@gmail.com) if you are interested in taking on this program
- School-wide camping? – interest? -- No
- Jog a long – to run March 30-end of April, program does not require any funds this year to run
  - Volunteer needed for next year, best if found this year for a smooth transition
  - **Volunteer needed** if you wish to take on coordination, contact [mmepacparents@gmail.com](mailto:mmepacparents@gmail.com) if you are interested in taking on this program

## 9. GRADE 5 COMMITTEE

- Lindsey reporting
  - Sat Feb 29<sup>th</sup> - Nicole Wilson heading
  - Bake Sale before and after Christmas Party
  - Pancake Breakfast – before spring break
  - Shopping night - % of sales
  - Leaving Ceremony to be scheduled for Last Day of School
  - Spring flower sales – will contact Terai for details
- ⇒ NOTE: **Grade 4 parents** --- Grade 5 committee to be formed in **May 2020**
- Contact [mmepacparents@gmail.com](mailto:mmepacparents@gmail.com) if you are a Grade 4 parent (or group of parents) interested in leading the Grade 5 committee next year

## 10. NEWSLETTER UPDATE

- To be sent out 1<sup>st</sup> of each month
- Deadline for submissions to be 27<sup>th</sup> of each month

**NEXT MEETING: Thursday Jan. 16<sup>th</sup>**

**MOTION TO CLOSE MEETING: Paul Caldwell**

**SECOND: McKenzie Castle**

**MEETING CLOSED AT 8:42 pm**