**Parkland Elementary PAC Meeting**

Wednesday April 6, 2016

6:30 PM School Library

Chair: Michelle Valente

Vice Chair: Beth Latorre (Absent)

Treasurer: Kim Parker

Secretary: Katy Mantel /Darryl Mathieson

1. **Welcome:** Michelle Valente
   1. Introduction
   2. Quorum established
   3. February 2016 Meeting Minutes – Motion to accept by Naomi, seconded by Tara
   4. Chair Report
      * Update on New Playground Garbage Cans previously purchased, decorated and ‘Crow’ proofed
   * Still seeing garbage on Soccer Fields (which the School shares with the City)
   * We will be looking to place these cans in more strategic locations to encourage use
   * Parents are reminded to advise their children to please keep our playgrounds clean and use the designated garbage containers

* Book Fair
  + This event was very well received
  + Raised approximately $4,000 in credits
  + Teachers received $50 credits
  + Library received credits as well
  + PAC’S goal next year is to run two (2) Book Fairs

1. **Principal’s Report:** Anita Strang

* The School has implemented Classroom Learning Circles
  + A School Wide Circle is still in the works
  + It was initiated by the grade 5’s and their leadership roles played a large part
  + Teachers are being encouraged to attend Circles outside their classes
* School Charter will be amended/updated each year
  + There will be continuing development around restitution and restorative practices
* There is a New Bulletin Board in the School’s Main foyer (Main entrance hallway)
* Gymnastics Update
  + This PAC funded event was very well received
  + Some concerns from Parents included Kids not having enough equipment to use during the actual sessions
  + The Company that was hired to facilitate the event has been advised of PAC’S concerns
    - They responded that they required enough space to teach proper ‘form’ prior to using all of the equipment
    - They had concerns that some of the Students needed clear instruction on how to participate safely and perform the moves properly prior to moving onto using the gymnastic equipment
  + It was suggested the next sessions might be pushed back one week and/or have one week with and one week without the Students using the equipment
  + It was also suggested the Facilitator provide a clear outline prior to the start of the sessions so Parents stay informed
* Emergency Release Program vs. Fire Drill Procedures were discussed
  + Earthquake Emergency Plan, Parents picking up their children and the frequency of Fire Drills vs. Earthquake Preparedness Drills

1. **Committee Reports**

* 3.1 Hot Lunch - Dee
  + Financials (Brief summary- See detailed statement)
  + It is estimated the PAC will earn about $4,000-$5,000 in profit from this popular Hot Lunch Program (PAC has raised approximately $2900 in profits to date)
  + Hot Lunches will continue every two weeks
  + There was a glitch in the PAYPAL Payment system recently
    - If parents experienced problems with payment they are encouraged to email Dee directly at [deirdressecrets@yahoo.ca](mailto:deirdressecrets@yahoo.ca)
    - Parents can pay by cheque however cheques will only be accepted for all lunches (not individual weekly payments)
  + Parents are also reminded to bunch their orders rather than order each lunch individually as that practice incurs extra/unnecessary PAC fees
  + Parkland Staff/Teachers are reminded that the Hot Lunch Program is open to them as well
* 3.2 KM Club - Kim
  + Started Tuesday April 5
  + Program will continue on Tuesdays and Thursdays until the 1st week of June when ribbons will be ordered
  + PARENTS ARE REMINDED
    - The success of this program is due in part to Parent Volunteers who assist after school (Tallying laps, encouraging participation, handing out Freezies etc.).
  + PARENTS ARE ENCOURAGED
    - If at all possible please consider attending and/or consider sending a representative to assist this wonderful student event if at all possible
  + Parents are reminded that they can also participate in running laps with their children
  + The PAC will be providing incentives for the children to Participate (Freezies etc.).
* 3.3 Fundraising
  + Coquitlam Express Game Night
    - PAC earned approximately $500 (100+ tickets were sold, Frisbee toss did well)
    - It was very well received by attending families
  + Cookies and Pies
    - PAC earned approximately $450
    - Lower participation this year than in prior years
* Pink Shirt Day
  + - Sale of Bracelets raised approximately $315
    - Donation was made to the Amanda Todd Foundation
* 3.4 Playground / Green Space
  + Still awaiting approval from the District
  + PAC wanted to ensure the District was advised that the PAC is willing to fund part of this project and are hoping it will get approved asap
* 3.5 DPAC (Tara)
  + No meetings in March
* 3.6 Safety (Lyle)
  + Unfortunately Parents are still seen:
    - Making illegal U-turns directly in front of the school
    - Parking too closely to marked crosswalks
    - Travelling at higher than permitted speeds in proximity to the School Grounds
* Parents are reminded that all of these activities are putting our Children at risk
  + Police Officers have been regularly patrolling and will continue to ticket offenders

1. **Finances:** Kim Parker

4.1 Bills of Allowance – will be posted on School Website and PAC Parent board

4.2 Current Financial Position - will be posted on School Website and PAC Parent board

* KIM provided the PAC with the January and February 2016 Financial Statements for review and discussion (March numbers have not come in yet)
* PAC has done well

4.3 Review and approval of new expenses

* The PAC has approximately $4,000 in the Gaming Account which needs to be spent
  + Gaming account expenditures must be for the benefit of all students for specific extracurricular activities etc.
  + PAC discussed potentially spending funds on:
    - The MAKER ROOM (Estimated $1,000)
    - Playground / Green Space
    - Art Supplies
* Students provided a “Wish List” which included:
  + Clear Marble Works
  + Lego Friends and Lego Minecraft
  + Foam Blocks
  + Kinex
  + Kiva Planks
  + Jenga
  + Bunchums
  + Clear Storage Boxes
* The PAC will be pricing/budgeting for some of these items

1. **New Business:**

* The Next PAC Meeting will be the Annual General Meeting (AGM)
  + Parents are advised that our current President Michelle Valente will be retiring
  + The PAC encourages all parents who might be interested in any Executive Role to please attend the upcoming Annual General Meeting and/or consider becoming more involved with our PAC
    - Food and refreshments will be served at this event

Motion to adjourn at 8:30 pm by Michelle Valente and seconded by Katy Mantel.

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PAC Chair PAC Secretary

**Next Meeting (AGM) will be May 18, 2016 at 6:30 pm in the School Library**