

Ecole Pitt River Middle School Parent Advisory Council – General Meeting Minutes November 22nd, 2021

ATTENDANCE (via Teams)

Chairperson: Summer Wright **DPAC** Representative: Jeremy Bauman Vice Chairperson: Pitt River Principal: Darren Stewart Phil Sinnott Treasurer: May Luong **Pitt River Vice Principal:** Lindsay Goodridge Secretary: Bruce Catterall Members at Large: Rhea Miguel

REGRETS n/a

1. CALL TO ORDER

Summer called the meeting to order at 7:05pm, and read the Territory Acknowledgement. In accordance with the Constitution & Bylaws of the PAC, the quorum requirements had been achieved and the meeting proceeded.

2. APPROVAL OF AGENDA

There being no errors or omissions, it was then **Moved** and **Seconded** to approve the agenda of the meeting, as circulated. **MOTION CARRIED.**

1. Phil Sinnott. 2. May Luong. Approved.

3. APPROVAL OF MINUTES

May would like to have the minutes from the October 18, 2021 General Meeting amended to include the fact that she paid for the BCCPAC fee, and will need to be reimbursed.

It was then **Moved** and **Seconded** to approve the minutes from the October 18th, 2021 General Meeting, as amended. *MOTION CARRIED.*

1. Phil Sinnott. 2. May Luong. Approved.

4. CHAIRPERSON / VICE CHAIRPERSON REPORTS

Sushi Fu fundraiser:

This restaurant collaboration fundraiser was held on Oct 20th. With Sushi Fu giving the PAC 20% of the sales back to our school PAC, we earned \$384.76.

Neufeld Farms fundraiser:

This fundraiser ran from Oct 15th-Nov 5th. Orders were delivered on Nov 18th – thanks to Phil for staying to ensure all orders were picked up. 26 orders were placed, with a net profit of \$670.43 to the PAC.

Purdy's Chocolate fundraiser:

This fundraiser ran from Nov 1st-Nov 21st. Orders were delivered on Dec 9th. Fewer orders were placed than expected, however the PAC still earned a profit of \$505.00.

Me-n-Ed's fundraiser:

We will be holding our next restaurant collaboration fundraiser with Me-n-Ed's on Wednesday, November 24. Me-n-Ed's has kindly offered to donate 25% of the sales back to our school PAC.

www.meneds.ca

Other restaurant fundraisers:

We may hold another restaurant collaboration fundraiser with Pasta Polo in December. May will look into this, and provide further information at the next meeting. As well, Phill will look into an event with Chipotle, to be held in January or February.

PRPAC Email & Facebook page:

Our Facebook page continues to be a key communication conduit between the PAC and the parent community. Parents are encouraged to visit the PAC Facebook page, and to contact us via email at:

www.facebook.com/groups/375370090959171

pittrivermiddlepac@gmail.com

5. TREASURER'S REPORT

Balance Sheet:

The balances as of November 13th were:

 general account balance 	6,903.68
 gaming account balance 	19,351.48
 accounts receivable / payable balance 	-4,100.00
RBC account balance	995.76
 netted together, the total assets 	23,150.92

Accounts Receivable / Payable:

The balances as of November 13th were:

accounts receivable balance
 accounts payable balance
 netted together, the total AR/AP
 -4,100.00
 -4,100.00

The Accounts Payable balance includes payments to Neufeld Farms for \$3,525, Riverside Secondary bursary for \$500.00 and BCCPAC membership for \$75.00. To note, May paid for the BCCPAC fee personally, and will need to be reimbursed.

RBC Account status:

This is our account that is held at the school. The current balance is \$995.76, with 145 donations received in Oct 2021.

Fundraising Proceeds:

With the \$384.76 from Sushi Fu, the \$670.43 from Neufeld Farms, and the \$505 from Purdy's, we have earned \$1,560.19 in fundraising income. Proceeds from the Me-n-Ed's restaurant night is yet to be determined.

Hot Lunch discussion:

Some restaurants offer a hot lunch program for schools (e.g. Subway, Opa!, sushi, etc.). Darren is open to perhaps doing such lunches as a special event (perhaps held monthly), but not as a regular event. The PAC will explore hosting a hot lunch event for December or January.

AirTable presentation:

May will begin to utilize this app for her bookkeeping. She will send a link to the Executive for submission of expenses.

There being no errors or omissions, it was then **Moved** and **Seconded** to accept the financials for Nov 13th, as presented. **MOTION CARRIED.**

1. Bruce Catterall. 2. Phil Sinnott. Approved.

6. DPAC REPRESENTATIVE'S REPORT

Oct 27 General Meeting:

Representatives from the school district presented on the "Framework for Enhancing student Learning" and the Directions 2025 Action Plan for Learning (APL). PACs are encouraged to review and promote their school's APL. Central's can be found at:

www.sd43.bc.ca/school/central/About/APL/Pages/default.aspx#/=

In response to questions about Covid 19 vaccines, the district stated that schools (staff, students & guests) are not mandated to require vaccination. As such, they continue to be careful & limit attendance by parents & outside parties. For grade 12s, there will be some form of in-person graduation celebration. Hopefully this will trickle down to the middle & elementary school levels. More details to come.

Josh Keller, the Communications & Education Consultant from Post Secondary BC, presented on Planning for Post-Secondary Education. It is important for parents to start speaking with their kids sooner than later about post secondary plans. School counsellors are generalists, not specialists – as such, the onus is on parents to lead discussions & explorations with their kids. The Post Secondary BC website is a fabulous resource, including links to ALL post-secondary schools in BC:

www.postsecondarybc.ca

Post Secondary BC presentation

A free presentation is being offered on Tuesday, December 7th from 7:00-9:00pm, entitled "Post-Secondary BC & BCIT – DPAC43 Parent Education Presentation". Spaces to this online Zoom session are free, but registration is required at:

www.eventbrite.ca/e/post-secondary-bc-bcit-dpac43-parent-education-presentation-tickets-214230588457

Nov 24 General Meeting:

The next General Meeting will be held on Wed Nov 24 at 7pm, and will include a presentation from Family Smart.

7. ADMINISTRATIVE REPORT

Covid 19:

We have opened up activities, such as the Volleyball Jamborees (see the school November newsletter for details). After the winter break, the basketball program will begin. After school programs are up and running – the district continues to monitor the programs and registration process for improvements and streamlining.

Report Cards:

Report cards will be coming home on Dec 3rd. This may be the final semester that report cards will be printed, as parents and educators will be able to access them via the MyEducation website. Stay tuned for further details.

myeducation.gov.bc.ca/aspen/logon.do

Band & Choir Concerts:

We will be filming each musical group (Junior band, Senior band & Choir) throughout the week of December 6-10 and then releasing a compilation video of those performances for our families.

Holiday Hamper Drive:

In December, the Leadership students will be accepting online donations through Cash Online to create specific holiday hampers to support families of students that attend our school. As well, they will be collecting non-perishable food items (as well as online donations through Cash Online) for Share Society which look after those in need in the Tri-City community.

Important Dates:

Friday, December 17 Last Day before winter break

Tuesday, January 4 Return to school

8. **NEW BUSINESS**

Budget Review

After the fundraising activities held in October-December, we should review the PAC's budgeted activity (expenditures) based on our current and forecasted financial position. Items for the PAC to consider include:

- Teachers' Wish List \$100 per division for classroom consumables (\$1900-2700, depending if Explorations, Student Services, etc. are included)
- Replacement of the climbing apparatus and construction of an outdoor classroom (or perhaps a hybrid climbing / classroom structure). This could cost between \$24,000-50,000. Perhaps the PAC can work towards multi-year saving, apply for grants or seek corporate donations / partnerships to fund this project. A potential vendor for this project is Habitat Systems Inc. out of Burnaby

www.habitat-systems.com/

"Social Media 4 Parents" and other BCTF Presentations for Parents

The "Social Media 4 Parents" online workshop was held on Nov 15th. The Central Community Elementary School community was invited as well. While up to 100 attendees were permitted, only 12 attended. With the low attendance, we will need to increase the communication for a future event. Bruce will explore scheduling the next workshop (Advocating for your Child) for a Wednesday evening in January.

Correspondence to Parents

The PAC Secretary will do a better job of sending out the minutes in a timely manner, so the office has time to fold them in to the emails that are currently scheduled. Big thanks to Sheri and the office staff for their continued support of the PAC.

9. **NEXT MEETINGS**

The remaining PAC meetings for the year will be held over Teams until further notice, will begin at 7pm, and are tentatively scheduled for:

Mar 7, 2022 Apr 11, 2022

Jan 17, 2022 May 16, 2022 – Annual General Meeting, Elections

Feb 14, 2022 Jun 13, 2022 – 2022-2023 Budget

10. ADJOURNMENT

The meeting was adjourned at 8:20pm.

Dec 13, 2021