



**SMILING CREEK ELEMENTARY
PARENT ADVISORY COUNCIL (SCPAC) MEETING AGENDA**

In Person and Virtually via ZOOM

[Click to Join Meeting](#)

Meeting ID: 849 7675 7057

Passcode: 188790

Tuesday, October 25th, 2022

7:00 p.m.

Call to order

1. Welcome & Introductions: *Brittany Quirolo/Stacey Cruz*
2. Approval of last meeting's minutes/today's agenda – *Stacey Cruz*
3. Presenter – *Cobs Bread cheque presentation*
4. Principal's Report: *Ross Jacobson / Allison Johnson*
 - i. Update
 - ii. Questions
5. Treasurer's Report – *Tanya Hassard*
 - i. Budget Explained
 - ii. Current Financials
6. Old/New Business
 - i. **Vote on proposed amendment to remove "SECTION XV.5 - No member or their family shall gain financially from fundraising at the school" for the purposes of PAC fundraising to allow us to:**
 - support our local SCE businesses, - provide opportunities for PAC fundraising, &/or
 - discounts to families
 - ii. PAC updates – hub, social, volunteer opportunities, ongoing fundraisers:
 - Cobs Bread
 - Mabel's Labels
 - Return It depot recycling
 - Moe's
 - Chapters Indigo

- iii. Bottle and clothing drive - parent and community volunteer thank you and fundraising update (*Stacey C*)
- iv. Playground Update - plaque, ideas for outdoor space?
- v. Liaisons - all class positions filled except Div. 23 (Ms. Wallace/Ms. Matterson)
- vi. Community Values books - *Crystal/Stacey S*
- vii. Halloween movie night- Munch a Lunch
- viii. Upcoming fundraisers - Neufeld Farms, Growing Smiles Poinsettias/Wreaths
- ix. Future fundraising options (if parent coordinators volunteer to organize) - holiday fundraisers, Purdy's, Christmas shopping market/silent auction, coffee, corporate kickback etc
- x. Lunchbox theatre
- xi. Parent questions / feedback

7. Committee / Executive Updates

- i. DPAC (*Mike/Stacey T*)
- ii. Fundraising Committee Volunteers Needed - movie night, Neufeld, Growing Smiles volunteers/coordinators to organize going forward needed
- iii. Grade 5 year end - parent coordinator/volunteers needed
- iv. Spirit Wear - parent coordinator/volunteers needed

8. Reminder of current/upcoming events:

- i. DPAC meeting 7:00 pm - Oct 26
- ii. Halloween Movie Night 6 pm – Oct 28
- iii. Card Project priority deadline order - Oct 30
- iv. Next SPAC meeting - Tuesday, Nov 29 @ 7 - 8 pm

9. Adjournment (8:00pm)

OPEN COORDINATOR / COMMITTEES

PARENT EDUCATION COORDINATOR

- shall inform members at general meetings of any speakers, workshops, or conferences which may be of interest to parents
- shall arrange topics and guest speakers for assemblies where a parent education component is desired
- shall maintain a complete record of speakers, their topics, handouts and associated costs
- shall collect potential speaker information and maintain a record of this information in the parent library
- shall purchase parent education materials for the parent library with the approval of the membership
- shall oversee the Parent Library and ensure all materials are kept in an organized and tidy manner
- shall maintain and post a master list of all available parent resource materials

COMMUNITY and MULTICULTURAL LIAISON

- shall facilitate the welcoming of families new to Smiling Creek Elementary School that have backgrounds in other cultures
- shall encourage the involvement of these new families in the PAC and the school community and help them understand their role in the education system
- shall maintain a record of events or initiatives and provide suggestions for future efforts

CLASSROOM LIAISON (one per 23 divisions)

- is a parent/guardian of a child in the assigned classroom
- checks and responds to email frequently.
- is a point of contact between the classroom teacher(s), the parents and the SCPAC.
- maintains the privacy of the confidential 'Private Parent Contact List' by not sharing contact information, as well as providing updates to this list of any new incoming or outgoing students throughout the year.
- communicates information from the SCPAC to the rest of the class.

- distributes a 'Shared Classroom List' for playdates, birthday parties, fieldtrip carpooling, etc. This list is distinct from the 'Private Parent Contact List' and will only be shared with families that have opted in.
- may coordinate holiday teacher gifts and/or end-of-year teacher gifts if there is sufficient demand from parents (optional).

PAC MEMBERS: • All (We are all members)!!!

SAFETY COORDINATOR: Monika

TEACHER APPRECIATION COORDINATOR/S: Stacey S / Crystal

VOLUNTEER COORDINATOR: Eva

SPIRIT WEAR COORDINATOR: [Open](#)

HOT LUNCH COORDINATOR/S: Connie / Eva

TREAT DAY COORDINATOR: Connie / Eva

FRUIT AND VEGE COORDINATOR: Lily/Karen

INVENTORY COORDINATOR: Tanya

DINE IN NIGHTS: Ashley G.

CORP DONATIONS / GRANTS COORDINATOR: [Open](#)

FUNDRAISING COMMITTEE:

Neufeld Farms: Tanya

Purdy's: [Open](#)

Poinsettias: Stacey S / Crystal

Fundscript: [Open](#)

Entertainment/Community Value Books: Crystal / Stacey S

Card Project: Tanya

Lunchbox Theater: Damian

Spring Flowers: Ashley P.

Family Photo Shoot: Tanya

Additional Fundraising Ideas: [Open \(anyone willing to coordinate can take this on\)](#)

FUNDRAISING EVENT COMMITTEES:

Movie Night Committee: [Open \(2\)](#)

Year End BBQ Committee: [Open \(6\)](#)