



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

Virtually via ZOOM

[Click to Join Meeting](#)

Meeting ID: 870 9889 8721

Passcode: 936902

Tuesday, January 17, 2023

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. Principal's Report: *Ross Jacobson / Allison Johnson*
 - i. Update
 - ii. Questions
4. Treasurer's Report – *Tanya Hassard*
 - i. Current Financials and Bank Balances
5. Old/New Business
 - i. SECTION XV.5 AMENDMENT (passed Oct 25) - Call for SCE families and local business owners willing to provide customer discount and support SCPAC with a percentage of sales
 - ii. PAC updates – hub, social, volunteer opportunities, ongoing fundraisers:
 - o Cobs Bread
 - o Mabel's Labels
 - o Return It depot recycling
 - o Moe's
 - o Chapters Indigo
 - o Nellie's- TBA- Looking to start beginning of February for 4 weeks
 - iii. Neufeld, Pie Hole or other options? - Which would parents prefer to use as a kick back fundraiser this term
 - iv. Community Values Books - *Crystal/Stacey S- Fundraiser is now closed and raised \$4,000. Thank you SC families for your continued support.*
 - v. Spring Movie Night- March 3, 2023- Tentative date, parent volunteers needed please.
 - vi. Future fundraising options (dependent on parent volunteers/parent coordinators) -

- Plant Sale, Provincial Spirits, Local Corporate Kickbacks etc.
- vii. Debate Club- DoWhatYouLove - Fostering Debate Talent (FDT) Academy ages K-12
 - viii. Chess Club- Term 3
 - ix. Playground Update - plaque update, ideas for outdoor space
 - x. Parent questions / feedback
6. Committee / Executive Updates
- i. Hot Lunch - Term 2 - Feedback was received for small pizza slice sizes and Eva is looking into options for larger portions.
 - ii. DPAC (*Mike/Stacey T*)
 - iii. Grade 5 year end - parent coordinator/volunteers needed
 - iv. Year End BBQ Committee- parent coordinators/volunteers needed - Zoom Meeting for volunteers January 24 @ 7:00 pm
7. Reminder of current/upcoming events:
- i. SPIRIT DAY- Crazy Hair Day - Friday January 20th
 - ii. Year End BBQ Committee Volunteer Meeting - January 24, 7:00 pm via zoom
 - iii. DPAC meeting - Wednesday Jan. 25, 7:00 pm
 - iv. Next SCPAC meeting - Tuesday February 28, 7:00 pm
8. 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: Tina

HOT LUNCH COORDINATOR/S: Connie / Eva

TREAT DAY COORDINATOR: Connie / Eva

FRUIT AND VEG COORDINATOR: Lily/Karen

INVENTORY COORDINATOR: Tanya

DINE IN NIGHTS: Ashley G.

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

FUNDRAISING COMMITTEE:

Neufeld Farms: Tanya

Purdy's: Joyce

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 \(6\)](#)