



BLAKEBURN ELEMENTARY PAC AGM Meeting AGENDA

*Tue, Feb 13 at 6:30pm
School Library*

In Attendance:

PAC Members: Anita Wilson, Amanda Killingsworth, Nicole Cherry, Joanna Kahut, Jodie Wong, Kristy Dastur, Shannon Harper, Corrine Vanden Hoven, Kirstin Hepburn, Alison Anderson

Parent Community: N/A

Regrets: Luisa Martin, Breanna Cook, Lyndsay Irwin

1. Welcome ("Call to Order")

Anita called the meeting to order @ 6:31pm.

- 1.1. Welcome & housekeeping – Ms. Fisher to join in on the meeting from TEAMS
- 1.2. Regrets - Luisa Martin, Breanna Cook, Lyndsay Irwin

2. Approval of Agenda

Motion to accept the agenda. M: Shannon/2nd: Kirstin

MOTION CARRIED (all in favour)

3. Approval of Past Minutes

Motion to accept the minutes from Tuesday January 9th, 2024. M: Amanda/2nd: Kirstin

MOTION CARRIED (all in favour)

4. President's Report

Anita Wilson

- 4.1. Introduction-Kirstin Hepburn will be working on the yearbook with Jessica this year; she has a background in graphic design, as well as writing and illustrating children's books
- 4.2. Constitution and Bylaws-these were circulated via email today for signing by all PAC executive
- 4.3. PAC Accounts/financials and recommendation to use-the General Account has approximately \$48,000; PAC will need to determine how to start spending some of the money or we need to stop fundraising as we cannot be fundraising without an intended purpose.
 - Ideas for spending include: Jerseys with new colors/logo as the current are outdated, outside gathering circle, tech equipment, teachers wish list (approved by Ms. Reid), playground expansion projects
 - ACTION: Make decisions about what to spend fundraising funds on

5. Principal's Report

Tara Fisher

5.1. School Updates:

- Tara and Breanna will connect about the possibility of updating school jerseys
- Kindergarten registration is now closed; if anyone in catchment has not registered yet, they need to let the office know in order to have an accurate idea of student numbers for next year
- Chess Club is being offered for grades 2-5 on Tuesdays/Wednesdays
- Tara has requested account details for the teacher and team accounts as staff are starting to spend funds and submit receipts

5.2. Calendar Updates:

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- RAC Week (Real Acts of Caring) is ongoing this week
- Jump Rope for Heart Event next week
- District Pro-D Day on Friday February 23 @ Terry Fox/Blakeburn (the neighbourhood will be busy, and traffic heavy)-Anita will put out an announcement onto the PAC Facebook page
- Choir Events: Honour Choir Day on February 23 @ Blakeburn, March 9th choir event
- Pink Shirt Pancake Breakfast w. Poco Fire Fighters on February 28: the original plan was a community breakfast before school, but we need to clarify with Poco Fire about the details; trays of pancakes will be delivered to classrooms; there will be no bounce that morning but there will be one after lunch
- Ocean Wise Program (March 6th)-all classes will be cycling into stations in the gym (1hr program)
- March 11th-Theatre Presentation

6. Committees Update

- 6.1. Treasurer Amanda Killingsworth
- 6.1.1 Amanda provided a current budget overview with updates regarding fundraising items, Field trips, classroom funds, performing arts/concerts, etc.
- 6.2.1 Lyndsay has now been added on as a cheque signer
- 6.2. Secretary Nicole Cherry
- 6.2.1 The C&Bs have been circulated for signing and Nicole will store the final document in Google Drive
- 6.3. DPAC Kristy Dastur
- 6.3.1 Kristy attended a meeting on January 31st; highlights from the meeting are as follows:
- Gerald Shong (Assistant Superintendent)-discussed process for school registration, cross catchment and programs of choice
 - Stephanie Maki (District Principal of Indigenous Education)-presented on the Indigenous Advisory Committee which represents diversity of Indigenous peoples residing in the district; the committee meets a minimum of 4 times per year and reports to the Superintendent
 - Rosey Manhas (DPAC President)-represents SD43 and presents to the school board about key issues; 4 key issues presented at the last meeting-climate control in classrooms, extra staff/noon hour supervisors, washroom safety and privacy in middle/high school, safe space for e-bikes and scooters
 - Nadine Tambellini (Assistant Superintendent)-addressed concerns over the reporting structure of the Proficiency Scale and will likely present again at the next DPAC meeting
- 6.3.2 The next meeting is on February 28th and will feature Westcoast families "Effective Parenting"
- 6.3.3 DPAC is revamping their website; it has a lot of useful information to access
- 6.4. Fundraising Breanna Cook
- 6.4.1 Fire fighters Pancake Breakfast/Pink Shirt Day (Feb. 28th)-a volunteer sign up will go out one week ahead of time

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- 6.4.2 Purdy's (Easter/Spring)-deadline to order is Feb. 26th; orders to go home on March 15th
 - 6.4.3 Fran's Flowers (new ongoing fundraiser)
 - 6.5. Health & Safety Luisa Martin
 - 6.5.1 No new updates at this time
 - 6.6. Hot Lunch / Special Lunch Jodie Wong
 - 6.6.1 Two Hot Lunch days remaining in this term: Mary Brown's/Freshii, Dominoes
 - 6.6.2 Jodi is putting together Term 3 Hot Lunch vendors; ordering will open before Spring Break and will be left open until the first week after Spring Break
 - 6.6.3 Jodie is looking into the idea of purchasing extra items for the PAC kitchen (juice, cookies) in case of shortages or order mix ups on Hot Lunch days; this is based on food shortages from the last hot lunch delivery from Red Robin; Jodie has sent the restaurant feedback about this issue and Anita requested to be looped in on those feedback emails
 - 6.6.4 Tara wants to make an announcement on Hot Lunch days about about food containers and where to dispose of them correctly; parent helpers could also communicate this message when delivering lunches to each classroom to make sure kids are disposing items into the correct containers
 - 6.6.5 Rachelle Blake will be helping 5 students to order lunches for next term
 - 6.7. Communications Corinne Vanden Hoven
 - 6.7.1 A new newsletter will be going out this week; send information to Corrine ASAP
 - 6.7.2 Grade 5 slideshow-a notice calling for photos will be sent home with Grade 5 students this week
 - 6.7.3 Corrine will send newsletters to Anita to post onto the PAC Facebook page
 - 6.8. Members at Large Shannon Harper, Joanna Kahut
 - 6.8.1 Nothing to report at this time
 - 6.9. Vice President Lyndsay Irwin
 - 6.9.1 Lyndsay is officially on the PAC account as a signing authority
 - 6.9.2 Lyndsay suggested that if no one on the executive has a Vancity account, then we may want to consider moving the accounts to another bank next year
 - 6.9.3 The VP email account is all set up
 - 7. Other Programs
 - 7.1. Munch-a-Lunch Alison Anderson
 - 7.1.1 Alison will open up Munch-a-Lunch ordering for new students
 - 7.2. Fruit & Veggie Program Shannon Harper
 - 7.2.1 The delivery was called off for Feb. 28th due to the pancake breakfast
 - 7.2.2 Apples, oranges, cheese, peppers and mini cucumbers are the most popular items distributed
 - 7.3. Yearbook Jessica Bouillon & Kirstin Hepburn
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7.3.1 Anita will connect with Tara to get exact instructions on where to upload photos

8. Adjournment

Meeting adjourned @ 7:55pm. M: Shannon, 2nd: Amanda

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