



BLAKEBURN ELEMENTARY PAC MEETING AGENDA

THU, OCT 20 at 6:30pm
at the Library

In attendance:

PAC Members: Anita Wilson, Nicole Cherry, Shannon Harper, Jodie Wong, Kristy Dastur, Joanna Moss, Luisa Martin, Michele Reid

PARENT Community: Erica Burtini, Pam Brah

Regrets: Lyndsay Irwin, Breanna Barker, Alison Anderson, Eve Zhou

1. Welcome ("Call to Order")
Anita called the meeting to order at 6:39pm.
2. Approval of Agenda
Motion to accept the agenda. M: Shannon/2nd: Joanna
MOTION CARRIED (all in favour)
3. Approval of Past Minutes – meeting of Sep 14, 2022
Motion to accept the minutes from the meeting of September 14, 2022
M: Kristy/2nd: Shannon
MOTION CARRIED (all in favour)
4. President's Report
 - 4.1. The PAC contact list is being updated and will be circulated to Michelle and the Executives; members are encouraged to use PAC email if one is assigned which helps with continuity if someone else takes over a position.
 - 4.2. Thanks to parent volunteers for hot lunch day; there were challenges for this first hot lunch of the year and PAC will provide feedback to Mary Brown's Chicken for future hot lunch ordering.
 - 4.3. Upcoming Treat Day on Friday October 28th; Anita will circulate another SignUp Genius for distribution closer to the date (this will be posted on Facebook after the information comes out in Michele's email).
 - 4.4. Upcoming "Glow" Dance on Thursday October 27; important points to note about this event are as follows:
 - Due to the issue of gym capacity the dance will be split into two sessions: K-1 dance with parents (4-5pm) and Grade 2-5 dance with designated parent chaperones (5:30-7pm); if a family has children in both the K/1 and Grade 2-5 age groups, the older child can attend the K-1 dance with younger siblings and a parent
 - The event is technically a fundraiser- there will be a \$2 entry fee which will be charged through munch-a-lunch as well as a loonie/toonie concession (no change will be given out)
 - Parents volunteers will be required and can sign up on SignUp Genius for the following:

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- 4.4.1. Dance Decoration making: Monday Oct. 24 @ 6pm (6 parents at school to do decorations, school will supply paper, etc., collecting white plastic milk jugs, parent donations for décor)
- 4.4.2. Gym Decorating: Wednesday Oct. 26 @ 6pm (6 parents to decorate gym and hang wall décor)
- 4.4.3. Day of Dance: Thursday Oct. 27
 - Floor Chaperones (<8) gym/hallway chaperones for washroom/concession
 - Concession (2)-loonie/toonie (need a PAC executive in concession)
 - Front door (2)-check in guests
 - Clean up Crew for after the event
- 4.5. Gym Capacity (335)-PAC will help support the message that the gym is over capacity and that it needs to be considered in regard to parent attendance at future assemblies and bounce
- 4.6. Pancake Breakfast (December 16th) – Lunch Lady vs. Lions Club (decision): Lunch Lady will be used for this year and the PAC will pay for the breakfast; this is easy to distribute as all orders are the same; Joanna will be available to take photos and we will need a volunteer to be Santa
- 4.7. Authorizing Signators (update)-President/Treasurer (Eve), Breanna (Fundraiser), Joanna

5. Principal's Report

- 5.1 Gym Capacity-the school currently has 389 students, but the gym has a 335 capacity limit; moving forward the school may need to consider holding separate assemblies so that parents can attend or do whole school assemblies without parent attendance; this comes into play for upcoming events such as the Remembrance Day (choir performance) assembly and the Winter Concerts. There is the possibility of recording the Remembrance Day assembly onto TEAMS for parents to view and the Winter Concert will have two performances in order to accommodate families and space out parent attendance (December 5 & 7 @ 1:00pm and a 4:30/5:00pm TBD)

MOTION: In consideration of the Remembrance Day ceremony with regards to gym capacity, children performing in the choir and parent attendance, PAC accepts that parents will not attend this event and the school will make all attempts to provide a recording on TEAMS for parents to view; PAC will assign a designated parent to attend for the purpose of taking photos.

M: Shannon/2nd: Luisa

MOTION CARRIED (all in favour)

- 5.2 Halloween: Weather permitting, the school will hold a costume parade outdoors; if the weather is poor, classes will circulate both in the gym and outside under tents where parents will be able to see their children in costume.
- 5.3 Bounce starts on Monday Oct. 24th; the school is now doing bounce in a circle/horseshoe formation which supports the schools work around Indigenous Ways of Knowing; parents are able to enter the gym through the back doors and are not allowed to bring in buggies or strollers; the school will try parent participation on Mondays and Fridays and will consider moving to grade groups if this is not successful.
- 5.4 A parent education section will be included in Michele's emails to the school community; so far

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growth mindset and separation anxiety have been featured; this work is being supported by the school counsellor and Ms. Meredith

- 5.5 Student/Family Affordability Fund: A new government fund which provides food support/security, school supplies, covers school fees, etc. It needs to be put towards a very specific use above and beyond what is already happening (i.e., backpack buddies, hampers); Michelle is looking for new families within the school community that may need help.

6. Committee Updates

- 6.1. Treasurer Eve Zhou
- 6.1.1 Eve still in the process of getting all documents from previous treasurers; the PAC will not adjust the proposed budget until Eve does a proper review of our PAC accounts.
- 6.2. Secretary Nicole Cherry
- 6.2.1 ACTION: Nicole to send the finalized Constitution and Bylaws document to Anita in order to get all PAC executive signatures using Docu-sign; Kristy requires a signed copy to give to DPAC
- 6.3. DPAC Kristy Dastur
- 6.3.1 Kristy attended PAC 101
- 6.3.2 Nov. 8 DPAC Parent Education night (online safety for kids); Kristy to circulate information
- 6.3.3 If the school is to host a Movie Night this year, PAC will need to acquire a movie licence through DPAC
- 6.4. Fundraising Breanna Cook
- 6.4.1 Fundraising projects for the fall: Halloween Dance, Card Project fundraiser, Neufeld Farms, Purdy's/Global Coffee combined fundraiser, possible Spirit wear fundraiser around Christmas time if school logo is available; Michelle suggested a reflective tag fundraiser as a possibility for this year as well.
- 6.5. Health & Safety Lyndsay Irwin
- 6.5.1 Nothing to report at this time.
- 6.6. Hot Lunch Jodie Wong
- 6.6.1 Upcoming Hot Lunch events for this fall:
- Nov. 9-Freshhi Lunch (meal with juice)
 - Nov. 23-TCBY Treat Day (4-5 options); will not provide cutlery
 - December – Boston Pizza (waiting to confirm date)

MOTION was made to extend the meeting by 10 minutes.

MOTION CARRIED (all in favour)

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- 6.7. Members at Large Luisa Martin, Shannon Harper
- 6.7.1 The PAC kitchen has been cleaned and organized-many items have been thrown away; we won't replace any items at this time but may look to replenish some items in the spring.
7. New Business
- 7.1. Next Meeting: Tue, Nov 22 @ 6:45 pm in person (confirm)/Alternate date: Wed, Nov 16 @ 6:30 by zoom; perhaps move to a hybrid model/mix of Zoom and in-person meetings moving forward.
8. Adjournment
- Meeting was adjourned @ 8:15pm.

APPROVED