1. **In attendance/introductions**

Alisha Delver – Co-Chair, Chelsea Giesbrecht – Co-Chair, Dianna Hamilton - Treasurer, Angela Magleo – Secretary, Meghan Canuel, Kristin LeMonnier, Melissa Cupit, Brenda Hynes, Connie Escobar, Chantelle Peddey, Kelly Shinkanck, Ross Jacobson.

1. **Meeting Called to order at 7:34pm**
2. **Minutes from February 2020 –** motion to approve minutes. Alisha approved and Kristin seconded.
3. **Approval of agenda** – motion to approve agenda. Alisha approved and Dianna seconded.
4. **Principles report**

* Mr. Jacobson is looking into activities to bring in next year and PAC supports these. As much as we like to bring in new sports each year we are thinking of repeating some that we have good relationships with the instructors and agencies.
* This year the school and PAC supported 2 Art Start Events (play and string lady), Tennis, percussion music teacher, curling, inline skating grades k-3, I-ride for grades 4 and 5
* Tennis $12 per kid for 2 weeks of instruction PAC covers $4 and parents pay $8 – planning to book again next year
* Curling, Karate and Lacrosse may be planned for next year
* Inline skating to be coming up soon for K-3
* Triathlon club info to be sent out by Mr. Jacobson. 14 teams signed up. It will be held on April 26th.
* I-ride is going to be coming up in the spring for 4/5s
* Report cards to be sent out next week
* Student led conferences will be in April (EARLY DISMISSAL DAYS)
* Teachers in favor of doing another design fair – unsure if it will be just K-3 or whole school
* Enrollment 330-335 – possibly 16 divisions next year (10 divisions in English, 6 in French) Mr. Jacobson will be submitting plans soon
* Grade 3s cognitive testing to be done this year (may have some grade 4-5s if teachers feel that it is needed)
* May 14th 9:30-11:00 Kindergarten orientation
* First week in June – kindergarten for the morning – PAC to have treats and info about playground

1. **Chairpersons report – Chelsea Giesbrecht and Alisha Delver**

* Stay safe course went well – PAC earned $312 – it was open to grades 4,5’s who any grade 3 > 9 years old
* **Positions needing to be filled for 2020/2021** – details of each to follow the minutes
  + Treasurer - **1 needed**
  + Pizza day coordinators – **2 needed**
  + Babysitter coordinator for PAC meetings/parent nights - **1 needed** \*possibly a parent of a grade 5 student who can babysit or siblings that are in middle school?
  + Subway team (2) - **1 still needed**
  + Hot Dog Team (3) - **2 still needed**
  + DPAC Rep - **1 needed**
  + PAC donation coordinators **– 1 needed**
  + Grocery Coordinator – **1 needed**
  + Shopping Night Team (November) – **2 needed**
* **Munchalunch** – **NOW - APRIL 1ST IS THE DEADLINE TO ORDER FOR THE REST OF SCHOOL YEAR!**
  + **CHANGES IN ORDERING:** Ordering will now be open for a 2-week period each term – fall (september until christmas break), winter (Jan 1 – spring break), spring (spring break until June) INSTEAD of always being open to order until 6 days prior to the hot lunch day.
  + This change is to decrease the amount of shopping trips, improve efficiency for supplier orders, eliminate order mix ups and to avoid overspending.
* **Treat Day** 
  + April fools treat (1 mini carrot per kid to be followed by actual treat)
  + There was a discussion about the challenges of trying to have a variety of treats that are not full of sugar and that are allergy free, also that we can be sure we have enough or not buying too much. It was suggested by Alisha to have the treats be on munch-a-lunch and have higher value treats (cupcakes, banana bread, brownies, cinnamon buns, ice cream bars). Angela mentioned that if we can go back to 2 alternating treats that can be purchased from Costco at once instead of multiple trips. It was suggested that we have high value seasonal treats by Melissa. Alisha suggested to cut down on the $1 treat days and not put out a planned treat day schedule as school events change our treat days, therefore PAC will coordinate with school events.
  + Also looking into doing freezie Fridays when the weather gets warmer – PAC still looking into purchasing a freezer.
* **Current Fundraising programs** 
  + Cobs Hot Cross Buns (4 flavours) order sheets when home Monday or Tuesday, extra available in office. A great Easter treat that helps to raise money for the Kindergarten playground.
    - **HAVE ORDERS IN BY April 3rd.**
    - **Parents to pick up April 8th after school or evening. They will be baked that morning.**
    - $2 from EVERY box goes towards raising money for the new playground.
  + Cobs bread at Oxford Connector – Tell them “YOU ARE RAISING DOUGH FOR CRE”
  + Purdy’s Easter Chocolate – amazing Easter gifts.
    - **HAVE ORDERS IN BY MARCH 31ST AND Parents to PICK UP APRIL 8TH** **after school or in the evening.**
    - 25% of funds come back to PAC
  + Return it depot – drop off bottles in a **clear bag** and enter the schools phone number **(604-942-0241)** and money goes to PAC
* Awaiting a consult for quote for the playground – Mr. Jacobson is contacting as well. We are wanting options of different plans and quotes. The rep was supposed to come to one of our PAC meetings but we have not heard from him.
* Set up a Kindergarten Playground Committee to help plan fundraising events or apply for grants. If anyone has any experience with grants please contact.

1. **Treasurer Report**

* Hot Dog days give approx $400-500
* Operating balance $25,122.58
* Gaming Balance $129.80
* Lunch lady proceeds $60.10
* January treat day $177.65
* Stay safe course $312.00
* Theatrix – awaiting
* Feb treat day – awaiting

1. **DPAC – nothing to report**
2. **New Business**

* Hot Lunch days *–* ***if your child is sick on a hot lunch******day please make arrangements to send home with sibling / pick up the lunch by 11:30 am or it will be donated to a child in need***
* Planning for Kindergarten orientation – forms and PAC letter – Chelsea has flyer ready
* We need a Kindergarten Playground Fundraising Committee to help plan or execute fundraising or applying for grants. Our wood portion of the Kindergarten playground has expired and a new playground is needed.
* Briefly grants were talked about. Connie Escobar to look into applying for a grant.
* Asking for student volunteers that help with hot lunch to collect bins and bring them back to kitchen
* Fundraising ideas
  + Chocolate and Bottle Bambola - Grade k-2 – bring a box of chocolates and Grade 3-5 – bottle of wine or non-alcoholic drinks would be dropped off by parents – raffle off?? (Leanne’s suggestion)
  + BBQ/freezies at river springs in the summer? (Leanne’s suggestion)
  + Basket raffle (Leanne’s suggestion)
  + Possible early dismissal movie? Chelsea suggested
  + Outdoor Movie night in May or June – Angela suggested and will help plan. Kristin is looking into city of Poco about getting screen that Mr. Jacobson suggested.
  + Gift card fundraiser around Christmas time next year – Kristin is going to look into the specifics
  + Parents pub night out with 50/50 and silent auction – Angela, Kristin and Chelsea are going to plan
  + Krispy Kreme donuts for sale at stores on black Friday – suggested by Kristin

1. **Adjournment at 8:50 pm**

We are looking to fill some key positions next year. Many of them only require a small amount of work and time, and can be done during evenings and weekends. Please take a minute to review the jobs and help where you can. We are looking to fill the following positions:

**Positions needing to be filled for 2020/2021** – details of each to follow the minutes

* + Treasurer - **1 needed**
  + Pizza day coordinators – **2 needed**
  + Babysitter coordinator for PAC meetings/parent nights - **1 needed** \*possibly a parent of a grade 5 student who can babysit or siblings that are in middle school?
  + Subway team (2) - **1 still needed**
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  + PAC donation coordinator – **1 needed**
  + Grocery Coordinator – **1 needed**
  + Shopping Night Team (November) – **2 needed**

**Treasurer -** Manage and maintain spreadsheets for the annual budget, classroom funds & PAC expenses. The treasurer is also responsible for the following banking duties: depositing cheques and cash, and writing cheques for PAC expenses. You will also need to attend monthly PAC meetings and prepare a Treasurers report for the meeting, and apply for annual gaming grants.

**Pizza day coordinator** **(2) -** The organizers are required to provide Little Caesars with the order details by emailing the reports and labels from Munch-a-Lunch, ensuring the required number of treats are on hand and that milk has been ordered. If treats need to be purchased or ordered that would be done by the organizers as well. On pizza day the organizers would receive, sort, and distribute orders to the classes. This position would take no more than 2 hours a month.

**Babysitting Coordinator** - Each month the PAC pays 2 babysitters to care for any children who accompany their parents to the PAC meeting. In the past, the sitters have been middle school siblings of CRE students. This position would require the organizer to recruit and schedule sitters for PAC meetings and secure payment from the treasurer. This job is great for a working parent as it does not require much time. Attending the meetings would be beneficial.

**Subway Team** - The organizers are required to provide Subway with the order details by emailing the reports and labels from Munch-a-Lunch, ensuring the required number of treats are on hand and that milk has been ordered. If treats need to be purchased or ordered that would be done by the organizers as well. On subway day the organizers would receive, sort, and distribute orders to the classes. This position would take no more than 2 hours a month.

**Hot Dog Day Coordinator (2)** - This position requires the organizer to be available 1 day per month to purchase hot dogs and buns, cook, package and distribute orders to classes. This typically will take from 9:30am – 12:30pm.

**DPAC Rep** - The DPAC rep is responsible for attending the monthly DPAC meetings (last Wednesday of each month) and reporting back to the PAC. DPAC is the District Parent Advisory Council. There is plenty of great information provided at these meetings in relation SD43.

**PAC Donation Coordinator** - This person is responsible for sending out a reminder for PAC donations in November. The Coordinator will be given a list of families who have donated. They will need to cross reference a school list and address a preprinted letter to families who have yet to donate. Letters are then organized by division for distribution. This is a great job for a working parent.

**Grocery Coordinator** - This person is responsible for picking up supplies for hot lunches and treat days as well as ordering milk (this will require one to two shops at Costco and ordering milk online twice per month).

**Shopping Night Team (2)** - CRE would like to host a fall & spring shopping night. The Shopping Night in November runs in conjunction with the Scholastic Book Fair and raises hundreds of dollars in books for the school. There should be two leaders who will work to recruit vendors and run the events. The leaders will be able to recruit volunteers to help at the events with the silent auction and set up/take down.

Please reach out to us if you can help out with any of the listed jobs.

Take care,

Your PAC Team

Chair - Chelsea Giesbrecht

Co-Chair - Alisha Delver

Secretary – Angela Magleo & Zara Scott