**Meeting Called to order at 7:01pm**

**In Attendance:** David M, Cheryl, Chelsea, Nikki, Tanya and Angela

**Approval of November Minutes** by Cheryl, seconded by Chelsea

**Approval of Agenda** by Cheryl, seconded by Chelsea

**Principals Report**

* + Christmas Hamper donations are continuing until the end of the week
  + Phone problems should be improved now will be having a new phone system is installed
  + Madame Poudre has come back from medical leave. Mr Ali was covering her class and Ms Chan was covering him. So everyone will go back to prior.
  + Kindergarten registration starts in January. Regardless of if there is a sibling at the school you will have to complete the application process.
  + Grade 5 - a letter will come in the mail stating what school you are assigned to for next year. Watch for this letter, but nothing needs to be done unless you are applying for a program of choice.
  + Staff requesting a calendar or weekly reminder for hot lunches from PAC - David will send it out to teachers when sending out the reminders to parents
  + New portion of the roof has done well in the rain but the roof above the office is leaking and will be repaired this year
  + 2 week quarantine still in effect for kids 5-11 until they have had both vaccinations
  + Friday events for December
    - Friday Dec 10 - is Red and Green Day
    - Friday Dec 17 - David will email out and also update the school website

*Cheryl’s questions were answered as follow up from November Minutes*

* Sports are still being worked out - plans are for track and field (apr/may) and cross country (feb/march). Basketball (Jan) may be played by zones.
* Ms Messam has been recording each class for a virtual Christmas concert, the link will be sent out next week. They are waiting for a one time permission from a few families.
* 4 square painting - costs are being looked at and when it can be done in the spring, it will be done
* Scholastic is pushed to the spring as it MAY be able to run in the spring in person
* We now have a school instagram page, follow along @coquitlamriver

*New Item Cheryl brought forward to David:*

* PAC donation for the Christmas Hamper will be discussed with Jo (the counsellor) to see the needs. Last year the PAC donated money to the school for gift cards for the hamper.
* Last year the PAC donated $1200 to the school donation hamper fund and $700 was used to support 7 families during the summer months and $500 remains for Christmas Hampers in addition to the $300 planned to donate at this Christmas time. This $800 will be divided by the number of families the school is supporting.

**Grade 5 Update**

* General Update
  + $150 was raised at the Me and Eds fundraiser
  + $400 bottles and ongoing - You can bring them in clear plastic bags to the school and they will be picked up monday morning and taken to the recycle depot
  + We are still looking for photos for the yearbook - especially snowflake ball pictures from the past years
  + Grad wear orders did go in before the deadline to receive before Christmas - Tracy will check tomorrow to see and when they have arrived David will try to decide how to hand out
  + **Grade 5 Martial Arts Night** - $15/ticket
    - only open to grade 5’s - 48 spots available (if we sold all 48 then we could make over $500)
    - Movie, Martial Arts and Pizza **Saturday Jan 8th 6-9pm**
    - <https://www.mystudio.academy/e/?=excelpoco/3256/308904//1637788837>
  + ***Next meeting for Grade 5’s Jan 6th at 7pm***
  + Cheryl suggested for photos to be taken for the grade 5’s during the Christmas concert and also in choir, also a teacher is able to send some pictures also. The grade 5 committee will ask the teacher

**Treasurer Update**

* + Gaming Licenses – when we have decided what type of fundraiser to do then an application for the gaming license will be entered

**Treasurer Report Dec. 7, 2021 School Year 20201/2022**

**Cheryl Gyourov Treasurer**

**PAC DONATIONS**

* + Please pay PAC donations, $35 for one child, $50 for two or more children. Pay PAC donations by MunchaLunch

**Operating Budget 2021/2022 Year**

* + November 2021
  + Income $2,298.76
  + Expenses $1,679.69

**Fundraising**

* + Year to Date Revenue $7,881.29
  + Year to Date Stripe Fees $811.72

**Account Balances**

* + Operating Fund $12,066.64
  + Gaming Fund $10,049.76
  + Playground Fund $26,332.10

**Grants**

* + Awarded TSBC Tire Stewardship Grant for Playground - $17,901.5 (Must be used by Nov. 30, 2022)

**Upcoming Grants**

* + The Coquitlam Foundation - Unsuccessful
  + Spirit of Coquitlam Opens Spring 2022
  + Co-Op Community Spaces Funding February 2022
  + PoCo Capital Matching Projects Grant Spring 2022

**Fundraising profits on recent fundraisers**

* Paint Pallets - $200
* Neufelds $1181
* Boston Pizza hot lunch $1400
* Little Cesars $800
* Treat Day $20 - just breaking even although we purchased more expensive treats this month
* Currently sold $300 for raffle tickets for parking spots - on sale until Dec 15th on munchalunch

**Playground Update**

* + Site Prep for the playground area & find out price on what the site prep is going to cost us – we don’t want to lose our grant - David will look into how much site prep and removal of old wooden structure, wooden edge, tire and old teeter totter will cost.

**DPAC**

* + Nikki posted about the Family Start program

**Chairperson’s Report**

* + **Treat Day** 
    - Next Friday, December 17th
    - No need to bring a loonie – this treat is from the PAC
    - Chelsea has asked about the kids with nut allergies and has contacted the parents to give an alternative option, if has not been contacted the child will get a choice. It does not have nuts in it but is made in a facility that cannot guarantee. It will be handed out just before the kids go home.
  + **Hot Lunches for this month**
    - Boston Pizza – Tomorrow - Wednesday, December 8th
    - Little Caeser’s – Thursday, December 16th
  + **Hot Lunches in the New Year**
    - **Jan 13th** is the first scheduled Pizza Day **- you will need to order this before you go on winter break as cut off is before we return in January**
    - Subway scheduled for Jan 19th - *David will look into if this will be a safe option for distribution with covid protocols*
    - Boston Pizza will be Jan 26th

**Fundraisers for the New Year**

What is the PAC doing?

* + - TruEarth Laundry Strips - fundraiser in January - Chelsea will email. Then we may set up on munchalunch prior to putting in the big order
    - Raise The Funds - February possibly - Chelsea to get in contact with Heather
    - Clothing Drive - Spring
    - Meridian Meats - Mar 28 - Apr 8 for orders - Pick up April 14th
    - Neufeld’s - May

What are the Grade 5’s doing?

* + - Global coffee fundraiser - January
    - Purdy’s Heart Fundraiser - February
    - Purdy’s Easter Fundraiser
  + **Munch-A-Lunch –** *anyone with credits, please use before the end of the year.* You can use your credits on PAC Donations, Hot Lunch, or Fundraisers. **The credits WILL NOT be rolled over at the end of the year. June 30th is the last day.**
  + **Parking Lot Raffle** – Tickets are being sold on munchalunch for $2. There are 2 different raffles. First is for a parking spot from January 4th until Spring Break, and second is from the end of Spring Break until the end of the year (June). Tickets will be on sale until December 15th and the draw will be December 17th. Winner will be called and/or emailed.
  + **Raffle Items**
    - We have to have all donation items in hand before we apply for the gaming license. Therefore we need to gather these items beforehand. Cheryl has suggested that we work on handing out letters and collecting donations until Spring Break. Prizes have to be under $500 and there will be raffle tickets sold. Chelsea explained about an online silent auction.
    - raffle ticket option we would be limited to $5000 earnings, silent auction $20,000
    - Chelsea will look into the website for an online silent auction to see if it would work for us
    - The auction would be for new items only
    - Kids and Adult items are accepted. It would be similar to a bid war if we chose to go the online auction route compared to the raffle ticket
    - Nikki offered to help organize
    - Chelsea will post the letter to the facebook group. Once the letter has been given out please email the PAC at [crepacexecutives@gmail.com](mailto:crepacexecutives@gmail.com) to keep track and this will be reported at the PAC meeting. We can issue a receipt but we are not able to give a tax receipt. David mentioned we could give a thank you letter from the school. David will have that ready
  + **Positions to fill**:
    - Treasurer
    - Playground Committee
    - Munchalunch email coordinator
  + **Current Fundraiser Pickup Plans**
    - Pick up for DFS (wrapping paper), Purdy’s, Growing Smiles (plants) & cookies is this *Thursday, December 9th from 2:30-3:30pm by the kindergarten playground, and from 6-7pm by the front entrance.*
    - **\*\*Please make arrangements for yourself or someone else to come pick up these items at one of these time slots. If you cannot pick up, please email us at crepacexecutives@gmail.com**
  + **Ongoing Fundraisers:**
    - **Flip Give** - shop online?? Shop through the Flipgive app and a portion of the sales will go towards the CRE PAC. Download the Flipgive App or visit [www.flipgive.com/join](http://www.flipgive.com/join) to sign up. You will be asked to enter your unique team code to join. \*\*\*NEW ACCOUNT\*\*

Team Name: **CRE PAC Playground Fund**

CRE’s code is **GM7SPX**

* + - **Cobbs @ Oxford crossing** – you can donate your points to the school instead of your account.
    - **Mabel’s Labels –** go to mabelslabels.ca and click “support a fundraiser” search for our school (CRE PAC) and get shopping. There is a wide variety of labels you can create**.**
    - **Return it Depot** - walk up with your bottle returns in a clear or see-through blue plastic bag and put in the school’s phone number (604) 942-0241 into the express return machine – print out your labels and place them on the bags to leave in the express return area for your deposit to go to the fundraising efforts.
    - **Provincial Spirits –** We have an ongoing fundraiser for **ONLINE orders ONLY.** When checking out type CRE PAC in the coupon section to earn our school **$1 per ORDER.** As we only get $1 per order, please do multiple small orders.

**New business**

* + Updates and changes to CRE PAC Constitutions and Bylaws
  + Last day of school is Friday, December 17th – soft dismissal at noon.
  + School back in session Tuesday, January 4th 2022
  + Fruit and Veg will continued to be postponed until March

**Next Meeting –** Tuesday, January 11th at 7pm. Location TBD

**Adjournment at 8:34pm**