** Eagle Ridge Elementary Parent Advisory Council (PAC)**

**Meeting Minutes**

**Jan 23, 2024 7pm, via Microsoft Teams**

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*The Eagle Ridge Elementary PAC acknowledges that our school community is located on the unceded ancestral and traditional lands of the Kʷikʷəƛ̓əm (Kwikwetlem), xʷməθkwəy̓əm (Musqueam), Skwxwú7mesh (Squamish), Stó:lō and Səl̓ílwətaʔ/Selilwitulh (Tsleil-Waututh) Nations.*

**Present:**  Tara Lyons, Leah Dixon, Darcy Bergsma, Sarah Wells, Amanda Weber, Jenn Dearborn, Sara Wright, Angela Poon, Erin Davis, Jennifer Green, Jen Short, Nicole Coatta, Nicole Patrick (Teacher Rep), Erin Vakenti (Teacher Rep) Don Hutchinson (Principal)

| **TOPIC** | **SPEAKER** |
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| **Territorial Acknowledgment**  **Approval of Modified Agenda**  Motioned  Seconded  Approved    **Approval of Minutes of Dec. 2023 PAC meeting with amendments:**   * DPAC Report to remove the term “confusing names” to better clarify this comment * Change the term “profit” to “came under budget” for correspondence re: winter dance   Motioned  Seconded  Approved | Tara L.  Sarah W.  Leah D.  Tara L.  Sarah W.  Tara L. |
| **Principal’s Report & Questions:**  *For full report please see sd43.bc.ca/school/eagleridge/Parents/PAC/ under “Principal’s Report”*  **Highlights:**   * MDI surveys the Grade 4 teachers - will start on Jan 25 * After school programs are fully registered * Triathlon, looking for volunteer parents to sponsor to meet with kids at the pool, bike path, run * Indigenous walk, run, wheel program - 35 kids registered, first session had 24 kids and ½ dozen parents; kids will get a T-shirt and snacks   Conversation:   * Tara L: Is there a reason we’re doing it in January?   + It’s just the way the timing fell to finish before Spring Break | Don |
| **Executive Committee Reports**   1. President Report  * Haven’t organized the Coffee with PAC yet - looking to organize for Friday, Feb 2 at 9am in the library * Coffee with PAC to get newcomers to get to know more about PAC * Do we approve PAC to pay for Tim Hortons coffee? Group says yes. * The person organizing the school book fair (April 22-26) needs to check in every day. Stella who organized it in 2023 is no longer at the school, so we need a new PAC lead:   + Leah D. volunteered to be at the school every day   + Reporting volunteers: Darcy B., Sarah W., Jen S.  1. Fundraising Report  * 16 teachers have submitted to use funds from the book fair; can we have a confirmation that all submissions have been made so we can send the balance to Mr. Drake / library * Will launch Neufeld Farms / Purdy’s in mid-February to arrange for pick-ups before spring break * Want to ask parents what fundraisers they want for spring? Is there an interest in an auction? * Tara L: I think we have enough money for the year. Is one of the fundraisers for the Grade 5 Committee?   + Jen S: Could be either Neufeld Farms or Purdy’s for this opportunity; either would be fine. * Erin D: Spirit Bear Coffee, Indigenous owned, they have a fundraiser where you sell 400g bags or 20 pods for $20; order from them for half the cost, so you make $10 per item. There’s no commitment ahead of time. Happy to organize it, if people are interested.  1. Treasurer’s Report   *For full report please see sd43.bc.ca/school/eagleridge/Parents/PAC/ under “Accounting Report”*   * Don: There was only $500 raised at the Winter Concert? It’s worth looking at what was done in the past. When we did raffle tickets, we used to raise a lot more.   + Tara L: Less than half the people were donating; it’s not mandatory.   + Sarah W: I missed the box on the way in, and then missed my opportunity to donate because it was gone at the end of the concert. * Tara L: We submitted the gaming self-audit report, thanks to Sarah and Darcy * Darcy later reported that funds raised in 2022 were $660, so not that far off from 2023  1. DPAC Report  * No report, will be meeting next week | Tara L  Jen S.  Darcy B. |
| **Committees/Events**   1. Hot Lunch  * Reporting on behalf of Hot Lunch coordinator Jen Husband * Firming up the Subway details for February * We have dates and vendors for all upcoming hot lunches * Thank you to Tara, Leah, Sara for handing out hot lunches  1. Grade 5 Committee  * Will reach out to the Grade 5 Committee for a movie night in February * Grade 5 event will be June 14 at Cultus Lake, one parent volunteer per class will attend * Will bring in snacks from Costco * Jenn D: Suggested Grade 5 students participate as part of the fundraiser * Jen S: Would prefer if Grade 5 children are not sorting Purdy’s, but we could have them handing out orders over multiple dates * Purdy’s was officially chosen for Grade 5 fundraiser * Jen S: If there’s no minimum for Spirit Bear Coffee, we might as well do it. But we should wait until after spring break as not to overwhelm parents  1. Pancake Breakfast Committee  * Submitted the report to City of Coquitlam for Spirit of Coquitlam grant, with help from Darcy and Sarah  1. Building School Community Committee  * No report  1. Traffic Safety Committee  * No report | Jen S.  Tara L.  Tara L. |
| **Motions**  MOTION 1 – Modify Gaming Account budget to move $3,900, which was allocated for Dance Week, over to the Presentations & Workshops line item.  Motioned  Seconded  Discussion:   * Jen S: Would presentations still happen if the money wasn’t in this area? How do we allocate the gaming money? Could the gaming money be distributed to teachers to send on field trips?   + Darcy B: I’ll need to read further into gaming rules to see what the money is allowed for? We also need to be aware of sufficiently using the gaming money, as it does need to be spent in a set amount of time. * Tara L: We’ve pushed back on some of the expectations of PAC, and it’s important for us to be thinking of how gaming money is being spent. If we can get input from teachers. At lots of schools, gaming money goes directly into classrooms, so these conversations are great to consider for the future, especially with AGM coming up.   Motion passes. Jen S. abstains from voting.  MOTION 2 – Take up to $40 from the general fund to pay for the Winter Dance deficit.  Motioned  Seconded  Motion passes  MOTION 3 – Add a motion to the agenda.  Motioned  Seconded  Motion passes  MOTION 4 – To spend up to $100 from the general fund to cover refreshments for Coffee with PAC.  Motioned  Seconded  Motion passes | Darcy B.  Amanda W.  Darcy B.  Jen S.  Tara L.  Jen S.  Jen S.  Sarah W. |
| **Questions/Discussion**   * Sara W: When is the movie night? TBD * Jenn D: Discussion about Grade 6 beginner band, Mountain Meadows has a Grade 5 band, whereas Eagle Ridge does not have a band. Is there an opportunity to have a quick introduction of the beginner band at the end of Grade 5?   + Don H: Yes, we can look into doing this |  |
| **Motion to adjourn at 8:02pm**  Motioned  Seconded  Motion passes | Leah D.  Jenn D. |