



# PARENT ADVISORY COUNCIL

MOUNTAIN VIEW ELEMENTARY SCHOOL



<https://www.sd43.bc.ca/school/mountainview/Parents/PAC> |  [mountainviewpac740@gmail.com](mailto:mountainviewpac740@gmail.com)



<https://www.facebook.com/MountainViewElementarySchoolPAC>

## Mountain View Elementary

### PAC Meeting Minutes

Date & Time: Monday, October 21<sup>st</sup>, 2004, 6:30pm

Location: Virtual via Zoom

#### IN ATTENDANCE:

##### Executive members:

PAC President - Shirley Low

PAC Vice President - Tracey Carolan

PAC Secretary - Chelsea Dente & Miriam Galván Blanco

PAC Treasurer - Radu Pop & Carlos Davalos

DPAC Representative - Kelly Shum

##### PAC members at large:

Chris Nebre

Keith Cassidy

Coco Liu

##### Regrets:

Jennifer Dao

Yan Ting Chiang

##### Mountain View families:

Gloria María Vizcarra

Savita Ramkissoon

Shinichi Hosomi

Dilara Litonjua

Norma Hurtado

Suba Chelliah

##### Mountain View school representative(s):

Lisa Salloum (Principal)

#### 1. WELCOME / CALL TO ORDER

The meeting was called to order at **6:32 PM**, and quorum was confirmed.

#### 2. APPROVAL OF TODAY'S AGENDA

**MOTION** made by Tracey C., seconded by Radu P. to approve agenda as presented.

**CARRIED**

### 3. APPROVAL OF MINUTES FROM SEPTEMBER MEETING

**MOTION** made by Tracey C., seconded by Radu P. to approve the minutes as presented.

**CARRIED**

### 4. TREASURER REPORT – PAC Treasurer: Radu Pop

Review of September 2024 monthly report.

#### Treasurer's Report for September 2024

##### General Expenses & Event Summary

[ESR/Code] Description	Account	Income	Expense	Profit/Loss
[GEN] PAC Operations *1	General	\$ 0.10	\$ -	\$ 0.10
[Misc] PAC Banner	General	\$ -	\$ 66.82	\$ (66.82)
[Misc] Gloves for Recycling Program	General	\$ -	\$ 11.20	\$ (11.20)
[Ongoing] Freezie sales	General	\$ 178.60	\$ 39.44	\$ 139.16
[Hot lunch 1] A&W	General	\$ 1,058.00	\$ 755.50	\$ 302.50
[ESR 1] Registration day	General	\$ -	\$ 47.06	\$ (47.06)
[ESR 2] Open house	Gaming	\$ -	\$ 421.45	\$ (421.45)
<b>Totals</b>		<b>\$ 1,236.70</b>	<b>\$ 1,341.47</b>	<b>\$ (104.77)</b>

##### Current Balance Sheet

Mountain View PAC 2024/25 Balance Sheet (as of September 30)	
<b>Assets</b>	
General Account	\$5,743.43
Gaming Account	\$11,590.55
Savings Account	\$1,197.62
Undeposited Fund	
Cash Float	\$15.00
<b>Total Assets</b>	<b>\$18,546.60</b>
<b>Liabilities</b>	
Accounts Payable	
<b>Total Liabilities</b>	<b>\$0.00</b>
<b>Equity</b>	
Current Retained Earnings (Unrestricted)	6,941.05
Extracurricular Enhancement Fund (Restricted) - Gaming Account	11,590.55
<b>Total Equity</b>	<b>18,531.60</b>
<b>Total Liabilities &amp; Total Equity</b>	<b>\$18,531.60</b>

### 5. PRESIDENT'S REPORT – PAC President: Shirley Low

- **Parking and road safety reminders:**

Pylons are no longer placed to block entrance of the staff/daycare parking lot. Please do not block traffic and abide to traffic rules (no U-turns, 30 km/hr speed limit, etc.).

Coquitlam City Bylaw has been notified to patrol Robinson more frequently.

- **Completion of Teacher & Education Fund Allocation:** Provided \$2,350 cheque, as per budget, on October 11<sup>th</sup> to the school to allot \$207.50 per division (8), \$110 per SS staff (4), and \$250 for Ms. Abel (librarian, music teacher, and SS staff).

- **Playground Project update:** Shirley is in contact with playground equipment vendor (Habitat Systems) for initial assessment to determine if a new swing set with four seats can be installed – leveling, space allotment, etc. Once report is obtained, to meet with Principal to discuss next steps and further approval from the school & district.

- **New Student Programming Initiatives:** The school is looking to book two school-wide programs and providing PAC an opportunity to help financially support these.

PAC has started a fundraiser with Mavin Coffee Corp

<https://fundraising.mavincoffeecorp.com/mountainview>, which runs until Oct 31.

- **Dance / Musical Theatre** – School is currently reviewing two options:
  - **Hip Hop (1-Vibe Dance):** Approx \$4000 for 1 week with performance
  - **Musical Theatre (Queen’s Academy):** Approx \$1000 for 1 week with performance

*\*\* Note: Currently, \$800 budgeted for Schoolwide PE event in 2024/25*

- **Brick Workshop** – Approx \$1700 (\$8.50 per student) for in-class workshops focused on problem solving and S.T.E.M. principles using Lego blocks

*\*\* Note: Currently, not budgeted for 2024/25. However, Shirley confirmed that specifically from Gaming Grants, after the budgeted items this year, PAC will still have a remaining of \$7,000, if required.*

#### 6. **VOTE ON FUNDING BRICK WORKSHOP** – *See above notes for associated costs.*

It was discussed to repurpose the current budgeted \$1,000 for Culture and Special Events from 2024/25 budget to use towards the Brick Workshop. This means that PAC will only fund a maximum of \$1,000 for this one-time workshop.

**RESULT** of 12 votes in favour, 0 opposed, and 2 abstain.

**MOTION** IS CARRIED for PAC to provide the school \$1,000 from our Culture and Special Events (Gaming Grant) towards the cost of the Brick Workshop fees.

#### 7. **DISTRICT PAC REPRESENTATIVE REPORT – DPAC Rep: Kelly Shum**

- Recap of Open House
  - Refer to the attached PowerPoint slides for details
  - Stayed under budget (~\$420 used; original budget of \$500)
  - Collected 125 contacts and 25 were new additions
  - Thank you to all parent volunteers for making this event happen!
  - Recommendation for next year: To pack away all the prizes before heading into the gym and not allowing for double entries

- Recap of PAC 101 – Refer to attached PowerPoint slides for details

#### 8. **PRINCIPAL’S REPORT – Mountain View Principal: Lisa Salloum**

Upcoming events:

- **October 23** – Early Dismissal / Student-Led conferences
- **October 24** – Photo Retakes
- **October 25** – Pro-D Day
- **October 29** – Pumpkin Hunt
- **October 31** – Halloween Parade (parents are invited / after drop-off)
- **November 4 & 29** – Brick Workshops (using LEGO to facilitate learning topics)
- **November 8** - Remembrance Day Assembly (community can join us / after recess in the morning)

- **November 12 to 15** – Book Fair at the school library during lunch and afterschool hours
- **December 11 & 12** – Christmas Concert Rehearsal & Performance Night (parents & families are welcomed; usually around 6pm)
- **December 18** – PAC led Cookie Decorating in-classroom activity (parents are welcomed / after drop-off)
- **December 19** – PAC led Pancake Breakfast (parents are welcomed to join)
- **Jan/Feb 2025**: Drumming Workshop and Queen's Academy (Musical theatre)

Other things to note:

- In classroom – Grade 4 assessments (online/bookmark format) as a snapshot for the province and are not linked to learning outcomes or report cards. Results do get returned back to students.
- School-based assessments – looking at benchmarks for literacy and programming tools
- APL goals – building the love of reading; nutrition; building connections
- District is advertising noon-hour part-time positions via the SD43 website for the job posting

## 9. UPCOMING EVENTS & VOLUNTEER OPPORTUNITIES

- **Halloween Pumpkin Hunt (Tues, Oct 29)**: Total 8 classes will be divided into 3 groups to find their 'numbered' pumpkin during their assigned session. Note that Kindergarten classes will be grouped into one. Parent volunteers will be on site from 8:55 am to 10:30 am to help hide the pumpkin gourds donated by Save-On-Foods (Austin Ave) for all 3 groups.
- **PAC to provide Halloween Safety & Cavity-Free Treat Bags for students (Thurs, Oct 31)**: Includes ICBC reflector (donated), kids' toothbrush (donated by OASIS Dental), and a glowstick necklace for treat or treat adventures (to be purchased – see vote below)
- **Book Fair (Nov 12-15)**: The school is looking for parent volunteers to help Ms. Karin Abel facilitate a book fair. For more details, please visit: <https://www.signupgenius.com/go/10C0845AFA92CABFAC07-52495447-november#/>

## 10. VOTE ON COSTS ALLOCATED FOR HALLOWEEN SAFETY TREAT BAGS –

Cost of 200 glowsticks (approx. \$60)

**RESULT** of 13 votes in favour and 0 opposed.

**MOTION IS CARRIED** to use PAC funds from general account to purchase glowsticks.

## 11. PLANNING FOR HOLIDAY EVENTS & CALL OUT FOR EVENT LEADS

- **Purdy's Fundraiser (commences in November)**

**Tracey C.** has kindly offered to help organize this annual fundraiser for us and it will commence in November. More information to come!

- **In Classroom Holiday Activity – Cookie Decorating (Wed, Dec 18)**

This event requires an Event Coordinator to secure vendor, source materials, and plan details. This year our goal is to decrease food wastage and changing it over to a cookie decorating activity instead of gingerbread house.

**Keith C.** has agreed to take on the Event Coordinator role and Shirley will support him to coordinate logistics with the school, etc.

- **Santa's Pancake Breakfast (Thurs, Dec 19)**

Both Santa and parent volunteer with Food Safe have been secured for the event.

**Tracey C.** is the Event Coordinator for this event and will put out a volunteer call out closer to date. Requires parents to start super early at 7am to make pancakes for the entire school. It's a fun event for both students and parents as well.

With the additional funding this year, Tracey is looking at ways to add to the event (décor, additional activities, getting fresh fruit, etc.). Shirley suggested to invest in reusable quality tablecloths instead of disposable.

- **Christmas Concert Concession (Thurs, Dec 12)**

The event requires an Event Coordinator to plan logistics of running a concession stand, secure donations/food & beverage options, etc. There is consensus to use the Munchalunch platform for pre-orders, while only having a small amount on hand for walk-ups. Hot beverages, such as coffee and hot chocolate, are hot sellers, and to use the same vendor for cotton candy as last year (via Keith C.).

**Radu P.** has agreed to take on the Event Coordinator role, with both Shirley L. and Miriam G.B. to step in to assist where required.

## 12. VOTE ON PROCEEDS FROM CONCERT CONCESSION TO BE DONATED OR RETAINED

Suggested to have the first vote to determine if proceeds should be donated or retained. Then if the majority was for donate, then to have a discussion and then second vote to determine which organization(s) to donate towards.

**RESULT** of 6 votes to donate and 7 to retain proceeds for PAC.

**MOTION IS CARRIED** to retain proceeds from the Christmas Concert Concession for PAC needs.

## 13. ADJOURNMENT

The meeting was adjourned at 7:44pm

**Thank you to everyone for their participation.**