



PARENT ADVISORY COUNCIL

MOUNTAIN VIEW ELEMENTARY SCHOOL



<https://www.sd43.bc.ca/school/mountainview/Parents/PAC> |  mountainviewpac740@gmail.com



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

Mountain View Elementary

PAC Meeting Minutes

Date & Time: Monday, November 18th, 2004, 6:30pm

Location: Virtual via Zoom

IN ATTENDANCE:

Executive members:

PAC President - Shirley Low

PAC Vice President - Tracey Carolan

PAC Secretary - Miriam Galván Blanco

PAC Treasurer - Radu Pop & Carlos Davalos

DPAC Representative - Kelly Shum

PAC members at large:

Chris Nebre

Coco Liu

Regrets:

Yan Ting Chiang

Chelsea Dente

Keith Cassidy

Jennifer Dao

Mountain View families:

Rangaraj Sreedharapai

Shinichi Hosomi

Savita Ramkissoon

Gloriamaria Vizcarra

Ryan Gayler

Suba Chelliah

Dilara Litonjua

Mountain View school representative(s):

Justin Van Hove (Teacher on behalf of Lisa Salloum)

1. WELCOME / CALL TO ORDER

The meeting was called to order at **6:34 PM**, and quorum was confirmed.

2. APPROVAL OF TODAY'S AGENDA

MOTION made by Tracey C. and seconded by Miriam G.B. to approve agenda as presented.

CARRIED

Shirley **MOTIONED** to swap agenda items #4 (Treasurer's Report) with #7 (Principal's Report).

A vote was conducted with results: 7 approved; 0 opposed.

CARRIED

3. APPROVAL OF MINUTES FROM OCTOBER MEETING

MOTION made by Chris N. and seconded by Tracey C. to approve the minutes as presented.

CARRIED

4. PRINCIPAL'S REPORT

- Grade 4 assessments has been completed and results will be sent out to families
- Lego workshop – Half the school has completed and other half later in November (29)
- Book fair – 3 exciting days and successful. Thanks to the many volunteers to make this successful. Exceeded the goal.
- Pumpkin scavenger hunt – the kids all had a good time. Thanks to all the volunteers that made this happen (hide the pumpkins, source, etc.). Pumpkins turned into an art activity. Great to turn into an annual event. Signed the thank you card.
- Report cards are now considered “Learning Updates” (Dec 18 posted on MyEd Parent Portal)
- Concert Details – sent home or posted on the website within a day or two
 - 11th – 1:15pm
 - 12th – 6:30pm
- December Newsletter will be coming out December 1st
- 2025/2026 Registration Dates are now posted

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

- a. Playground Project update:** Shirley had an initial discussion with Principal and will collect feedback from teachers and playground supervisors if there are any safety concerns for replacing existing swing set with a new four-seater swing set. Habitat Systems (vendor) conducted site assessment and confirmed swing set is possible with the requirement to expand the existing play box and approval from district will be required.

Principal suggests obtaining exact Site Prep costs from Habitat prior to committing to this project. Current quote prior to site prep is already at \$10K. Shirley has reached out to Habitat and waiting for reply.

b. Recap of Halloween Events:

- **Pumpkin Hunt (Oct 29)** – Sincere thanks to all the parent volunteers who hid pumpkins on the school field and to make this event successful! The school created a thank you card to Save-On-Foods (Austin Ave.) for their generous donations of 200 pumpkin gourds.

Lessons learned:

1. Seek out pumpkins/gourds earlier next year
2. Return all extra pumpkins to the office for student(s) who were away on day of event instead of donating to on-site daycare.



- **Safety & Cavity-Free Treat Bags** – Glowsticks were purchased and PAC execs designed the labels and assemble bags for distribution in classrooms. Received positive feedback from teachers about this initiative. Oasis Dental Studio was excited to be part of this initiative and would like to be considered for any future opportunities.

Lessons Learned:

School required the packages to be sealed for distribution. However, with the variety of potential gender-based characters on toothbrushes made it difficult that kids would not be disappointed depending on the package they receive. Packages were labelled as “pink”, “blue”, and “green” to aid teachers for distribution.

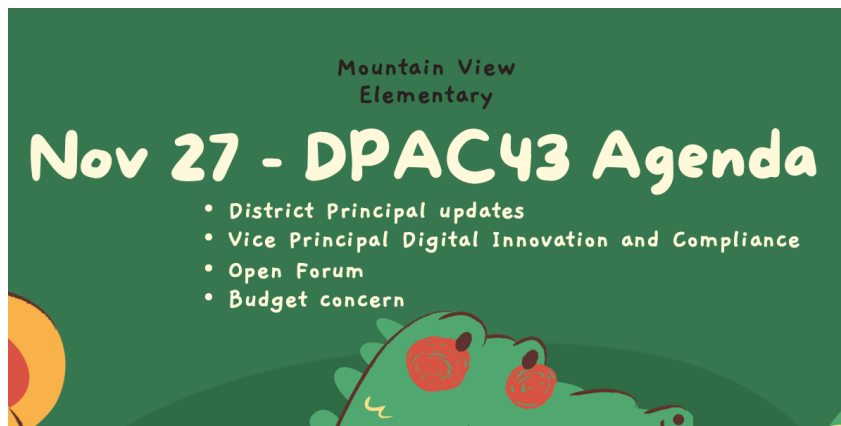
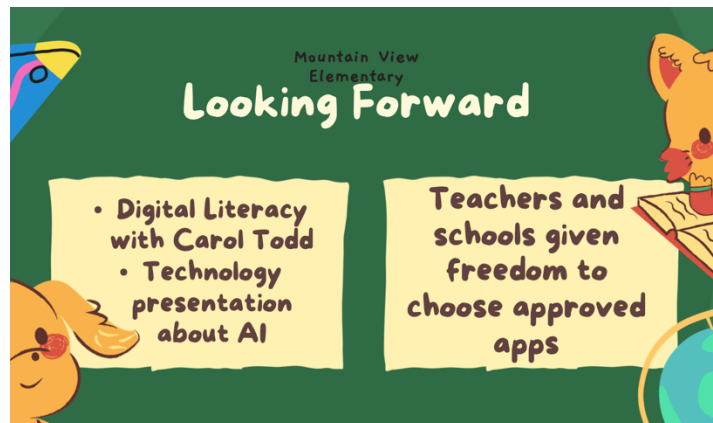


- **Donations to PAC:** Discussions with Principal are in progress to determine process for parents or community to donate to PAC and wanting a tax donation receipt. Currently, PAC does accept cash and cheque donations, however, we will not be able to provide a tax donation receipt. Other schools appear to have a process in place, where the district mails out tax receipts on a quarterly basis. More details to come – stay tuned!

Action Item – Kelly S. (DPAC Rep) will bring this up with DPAC for clarity at the next meeting on November 27 to see how other school’s PACs are handling tax receipts.

6. DISTRICT PAC REPRESENTATIVE REPORT – DPAC Rep: Kelly Shum

Kelly shared information regarding upcoming sessions and events organized by the DPAC (District Parent Advisory Council):



Upcoming DPAC Meeting (Nov 27, via Zoom) – It's open to everyone to attend:

- DPAC43 Agenda: District Principal updates, VP Digital Innovation & Compliance, Open Forum, and Budget concern
- DPAC43 Standalone Session: More details to follow.

Next Info Session:

- February 2025

7. TREASURER REPORT – PAC Treasurer: Radu Pop

Review of October 2024 monthly report.

Treasurer's Report for October 2024

General Expenses & Event Summary

[ESR/Code] Description	Account	Income	Expense	Profit/Loss
[GEN] PAC Operations *1	General	\$ 0.10	\$ -	\$ 0.10
[ESR3] Halloween	General	\$ -	\$ 61.95	\$ (61.95)
[Ongoing] Recycling fundraiser	General	\$ 300.00		\$ 300.00
[Ongoing] Freezie sales fundraiser	General	\$ 67.00		\$ 67.00
[Ongoing] Whitecaps fundraiser	General	\$ 1,080.00	\$ 760.00	\$ 320.00
[Hot lunch 2] Fuel Catering	General	\$ 1,027.50	\$ 801.41	\$ 226.09
Totals		\$ 2,474.60	\$ 1,623.36	\$ 851.24

Current Balance Sheet

Mountain View PAC 2024/25 Balance Sheet (as of October 31)	
Assets	
General Account	\$6,962.32
Gaming Account (10/2/2024 - PROVINCE OF B.C Deposit \$3,740.00)	\$15,330.55
Savings Account (10/31/2024 - Interest Amount Depost \$0.10)	\$1,197.72
Undeposited Fund	
Cash Float	\$15.00
Total Assets	\$23,490.59
Liabilities	
Accounts Payable	
Field trips (Gaming)	\$1,400.96
Student planners	\$999.94
Teachers and assistants education fund	\$2,350.00
Total Liabilities	\$4,750.90

Equity	
Current Retained Earnings (Unrestricted)	3,409.14
Extracurricular Enhancement Fund (Restricted) - Gaming Account	15,330.55
Total Equity	18,739.69
Total Liabilities & Total Equity	\$23,490.59

8. DISCUSS DETAILS FOR UPCOMING HOLIDAY EVENTS

a. Christmas Concert Concession (Thursday, December 12):

Radu P. mentioned that pre-orders will be available through Munch a Lunch for snacks and drinks before and after the concert. But depending on time, we might need to pivot back to regular on the spot sales. He will confirm sale start and end time as the last discussion with Lisa is only from 6pm – 6:25pm (25 minutes) before start of concert at 6:30pm.

The group discussed having tables behind the library door and simply close doors during the concert for quick clean up. We will need volunteers to help with sales and to ensure there is a proper line up for quick transactions.

b. In-Classroom Holiday Activity (Cookie Decorating, Wednesday, December 18):

Keith C. has reached out to multiple suppliers to seek various quotes prior to making a final decision. The school has agreed to pay for cost of icing. Once supplier is confirmed, the planning team will determine the logistics for a wonderful morning activity on Dec 18

This activity welcomes all parents and families to participate and will take place within the first hour of school in each students' classrooms.

c. Santa's Pancake Breakfast (Thursday, December 19):

Tracey C. shared that she would need 12-16 volunteers to arrive as early as 7:30am to help with the event setup and cooking pancakes. There will be a surprise visit by Santa, but note that limited contact is allowed.

If anyone is interested to volunteer and time you are available for, please email mountainviewpac740@gmail.com asap as planning has begun!

Currently, the plan is to have 20 tables set up in the gym and classes will enter the gym on a rotational basis, starting with Kindergarteners. We will aim to serve pancakes, juice box, and fruits (oranges or bananas).

9. DISCUSS USE OF FIELD TRIP BUDGETD FUNDS

2024/25 Budget of \$3500. School has not provided PAC with any field trip plans yet.

- Suggestions on how we can split this fairly among all students?
 - OR for those that have plans, to have the money split among those classes only?
Give teachers a deadline to come up with plans?
 - Reassign these funds elsewhere so all students can benefit instead?
- What have teachers planned for the year?

Action Item - Shirley (President): Follow up with Lisa on this and bring back to Jan meeting

10. DISCUSS EVENT PLANS FOR 2025

Currently lined up:

- Spring Art Fundraiser (Mar?) – collaborate with school and Photo Expressions
- PAC funded student programming (Feb) – Queen’s Academy / Musical Theatre
- Grade 5 Graduation Celebrations (May/June)
- Sports Day (June)
- Teacher & PAC Appreciation (June)

Discussion: Dilara brought up idea for craft fairs (spring months) at the school. Shirley confirmed that for similar events, vendors need to be secured at least 6-7 months in advance. Potentially to look into hosting a holiday market for 2025 or Spring 2026

Action Item – Shirley (President): To reach out to teachers and Lisa to think of new ideas

11. QUESTIONS

Shinichi raised a concern regarding the school’s recycling program. He observed that drinkable yogurt containers are incorrectly placed in “Refundables” (Grey Bin), when they should be placed in the “Mixed Recycling” (Blue Bin). He suggested that this issue be addressed by speaking with the teachers to ensure proper recycling practices are followed. This is part of the recycling initiative being led by the 5th-grade students.

Action Item - Shirley (President): Reach out to Lisa regarding this and to approve of placement of signage as visual reminders for students.



12. ADJOURNMENT

The meeting was adjourned at **8:00pm**.

Motion was made by Chris N., seconded by Miriam G.B. to end the adjourn the meeting.

CARRIED

Thank you to everyone for their participation.