

Parkland Elementary PAC

Meeting Minutes

DATE November 21, 2024
TIME 8:00 P.M.
LOCATION Zoom

PAC Committee

CHAIR Carly Weaver
VICE-CHAIR Kristin Dueck
TREASURER Derek D’Andrea
SECRETARY Danielle Bauer

In Attendance

Alexandra D’Andrea, Carly Weaver,
Danielle Bauer, Derek D’Andrea, Kristin Dueck,
Nicole Stevens, Janet S, Jennifer Bordignon,
Sharon McKay.

Decisions Made

DECISION	DESCRIPTION
Front Row Seats Raffle	Raffle front row seats at the Winter Musical.
Use Scratch Books	Distribute scratch books, starting with younger grades.
Next PAC Meeting	January 16, 2025 at 8:00 P.M. on Zoom

Follow-Up Items

ACTION ITEM	OWNER	DUE BY	STATUS
Review September PAC Minutes	All	January 16, 2025	Pending
Purdys reminder	Sharon McKay	November 21, 2024	Pending
Seek donations for big-ticket raffle item(s)	Danielle Bauer	December 13, 2024	Pending
Count remaining scratch books	Carly Weaver	December 13, 2024	Pending

Meeting Minutes

Agenda

1 Welcome

Carly Weaver

1.1 Introductions

1.2 Quorum

Quorum was present.

1.3 Approval of Meeting Minutes

Previous meeting minutes to be reviewed and approved at the next PAC meeting.

1.4 Chair Report

- There are two sessions left for the hot lunch.
- The pancake breakfast will be on December 20th. Unlike previous years, there will be no Santa due to lack of availability.

2 Principal's Report

Sharon McKay

- 2.1 The Halloween dance was great. Classes are all getting a percentage.
- 2.2 The book fair was successful with just under \$5000 in book sales.
- 2.3 Students love the popcorn Fridays.
- 2.4 The Lion King production was awesome!
- 2.5 Numeracy Assessment continues through STEAM. Students are very engaged. It will happen again in April, whereas teachers do it once per month.

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- 2.6 Playground Update: All documentation has been sent to John Campbell at District Facilities. Upon approval by Maintenance it will go to tender (3 bids/quotes required). We are very close.
- 2.7 The Young Actors program is complete.
- 2.8 School focusing on kindness with a great assembly that included a magician as well as announcements that included quotes about kindness and gratitude.
- 2.9 Winter Musical: Students are been working with Ms Trach.
- 2.10 Movie night: Sharon will be in attendance.
- 2.11 Hot Lunch: The next session needs to be advertised, the last hot lunch of this session is December 11th.
- 2.12 Sharon will send a separate reminder about Purdys orders.

3 Committee Reports

Alexandra D'Andrea, Haily Hodgson

3.1 Hot Lunch (Alexandra D'Andrea)

- 3.1.1 Two lunches remain in the current session: Domino's Pizza and Loz Takos.
- 3.1.2 Vendors are booked for the winter session beginning in January.

3.2 DPAC

No Updates to report.

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Action Items

4 Finances

Derek D'Andrea

4.1 General Account

- 4.1.1 The current balance of the general account is \$40,468
- 4.1.2 Hot lunch has raised \$3,635
- 4.1.3 Other Fundraisers have raised \$270
- 4.1.4 There have been no Opt-out donations this school year to date.

4.2 Gaming Account

- 4.2.1 The gaming account balance is \$8,564.
- 4.2.2 Funds were used to pay for sports balls and the Halloween dance.

5 New Business

Carly Weaver

5.1 Yearly Plan: Playground Update

See Section 2: Principal's Report / 2.6

5.2 Purdys and Popcorn Fridays Fundraising Results

- 5.2.1 Purdys:
 - Current profit approximately \$500.⁰⁰
 - A dedicated email reminder will be sent out before orders close.

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5.2.2 Popcorn Sales:

- We have raised \$300+ each week.
- A donation was made that covered the cost of supplies and paid for kids that didn't bring a toonie.
- There are two Friday sales remaining in November.
- Popcorn Fridays have been very popular; considering hot chocolate Fridays in December.

5.3 November Fundraiser: Movie Night

- Movie night is coming up on November 29th.
- We are still looking for volunteers.
- Current sign ups are at 50, which is lower than last year, although there is still time.

5.4 Pancake Breakfast

- The pancake breakfast is coming up on December 20th—the last day of classes before the winter break.

5.5 Winter Musical

- Front row seats will be raffled off.

5.6 December Fundraising

5.6.1 Given the popularity of popcorn Fridays in November, we could consider hot chocolate Fridays in December.

5.6.2 Winter Musical:

- Discussion of a silent auction or big-ticket item raffle.
- Discussion of donations at the front door in addition to front row seat raffle.

5.6.3 It was noted that Grade 5 fundraising is off-PAC.

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5.6.4 Silent auction or a raffle basket:

- Might be held at the winter musical or in the new year (January/February).
- A gaming license will be required for big-ticket items.
- Apply for WestJet flight donation through the Airport Community Giving program.
- Seek a big-ticket donation such as an iPad.

5.6.5 Remind parents of the direct donation option through KEV.

5.7 Scratch Books

- Carly will check to see how many are remaining.
- Books will be given to teachers to distribute, starting with the younger grades (excluding grade 5 students).