

**Mundy Road Elementary  
PAC General Meeting Agenda  
October 08, 2019**

**Present** – Jon Lundquist, Samantha Cohene, Una Wong, Jay Hilliker, Jenny Gasparini, Lindsay DeArrangelis, Kindra Middleton

**Meeting called to order** – 7 pm

**Welcome and Introductions**

**Approve Meeting Minutes from September 10, 2019** – Motion: Samantha, Second: Jenny

**Approve Agenda** – Motion: Samantha, Second: Jenny

**Chairperson’s Report (Jon)** – no report at this time

**Principal’s Report (Rob)** – away, sends regrets, no report for group

**Treasurer’s Report (Samantha)** – Gaming grant \$ 3920 approved, DPAC membership fees paid for 2019/2020, review of financial reports

**Committee Reports**

**Volunteer Coordinator (Jenny)**

- Division 1 up next for Staff Appreciation Day

**District PAC Representative (Larissa)**

- sends regrets – First DPAC Meeting mainly orientation

**Hot Lunch Coordinator (Bobbi)**

- sends regrets – Fall hot lunches are posted on MunchaLunch, orders have started

**Safety Coordinator (Janice)**

- sends regrets – New digital sign at the south end of school has replaced yellow traffic flags; further north, the set of traffic flags is now stored and placed out daily by 7-eleven staff, Janice to follow-up to ensure the flags are taken down and put up at appropriate times.

**Merchandising Coordinator (Christine)**

- sends regrets – received info from Grade 5s for hoodies, waiting for pricing and sample set before asking Una to upload onto MunchaLunch
- Researching companies to provide First Aid training at the school. Will obtain and share with executive via email once organized.

### **Fundraising Coordinator (Vacant)**

- **Fall Photo Shoot (Jenny)** - \$360 profit for 18 sessions; first session postponed due to weather until following Thursday; possible Spring Photo Session
- **Entertainment Books (Una)** – Lots of work record keeping and distribution of books and prizes. Funds coming through cash/cheques, MunchaLunch, and Raisy; about \$1000 profit so far.
- **Hallowe'en Dance (Jon)** – Thursday, Oct. 24 6:30 to 8:30 pm, currently picking music, ordering through MunchaLunch, Christine to provide lights, flyers to come soon.
- **Fundscript (Larissa, Serena)** – Purchase gift cards from various merchandisers with a percentage of the purchase amount returned to the school, flyers should go out ~ Nov. 1 with deadline ~ Nov. 23<sup>rd</sup> and delivery to school by ~Dec. 4, open to feedback about adjustment of dates.
- **Purdy's Chocolates** possible Christmas fundraiser, thank-you Jon and Lindsay for offering to help organize.

**Communications Coordinator** – Previously vacant now filled by Shannon McGeehan for the newsletters portion, Una continues to update Parent PAC page on the Mundy Road site.

### **Emergency Preparedness Coordinator – vacant**

- Interest from Jay Hilliker to fill this position. Nomination put forth, and majority vote for Jay Hilliker to fill EPC position. Congratulations Jay and thank-you from the PAC Executive! Information from the last EPC to be forwarded.

### **Social Coordinator – vacant**

### **Topics and Questions**

**Annual Kids' Christmas Market (Jenny, Dana)** - meeting for volunteers Wednesday, Oct. 9, similar to a garage sale where tables of gently used items display gifts students can purchase gifts for family and friends for a nominal amount; all proceeds go to the community, this is not a PAC event.

Liability of parents volunteering – Suggestion for all PAC Executive to have a Volunteer Application done. A Fee Waiver Letter for a criminal record check can be obtained at the school office and presented to the your local RCMP or police detachment. A Volunteer Application is valid for 5 years. Look into whether volunteers for events like the Halloween Dance, Christmas market etc. should require a Volunteer Application.

School buses – While convenient, are expensive to rent. Teachers must decide how budgets for field trips are spent. Costs are kept low with the use of parent drivers, walking field trips, and bringing education opportunities to the school, such as the Vancouver Aquarium AquaVan.

Hot lunches prepared but not picked up on Hot Lunch Day are donated to other children after allergy concerns are addressed and if approved by parent/guardian of the child receiving donation.

Inquire if a school bullet board can be put up for use in the intermediate covered area for increased communication to the Mundy Road Community.

Create a PAC Wish List so parents understand what is funded for the school by PAC.

Parent Donation Forms to go home with Mundy Road students. Monetary donations go directly to the school. A donation receipt provided for amounts of \$25 or more.

A Mundy Road Facebook page is a possibility if a couple of people can organize and administer it with an awareness that the safety and security of our students are a priority. Please contact a member of PAC.

**Motion to Adjourn at 8:06 pm** – Motion: Jay, Second: Lindsay

**Next meeting Tuesday, Nov. 5, 2019**