

Sullivan Elementary PAC Meeting General

December 17, 2013

Meeting called to order at 0904

1. **Review and Passing of Minutes:**

Change 'owner of Sullivan Hall', to 'manager/caretaker, Michelle' with regards to item #7, **Halloween Party 2014.**

Minutes approved 1st Linda, 2nd Heather

2. **Review Agenda:** No additions, deferrals

3. **Quick Announcements:**

a. Christmas Concert: went very well; venue was great and thank you to Erin for booking; broke even with sales and fee for renting; consensus was to definitely book for next year; Kelly stated rehearsal may be moved to morning instead of afternoon in order to give more time to practice.

ACTION: Kelly to look into booking for next year.

b. Deck the Halls: another event that went very well; had enough volunteers. Suggestion came up that instead of whip cream on hot chocolate, perhaps use marshmallows instead.

c. Turkeys: Mrs. Bose to take orders today; pass on to Ingrid.

4. **Update on Haines Family:** Due to their family tragedy, Shelly needs to step down as treasurer; Ravi Gill has volunteered to assume treasurer position until the end of the year. Suggestions for a memorial for Sophie are to be discussed in the New Year. Ingrid suggested doing something on behalf of the Sullivan PAC. If anyone has ideas on a memorial to pass on to Ingrid.

ACTION: majority voted in favour of having Ravi step in as treasurer.

5. **Principal Update:**

a. Al Pitchler: has been confirmed to come in spring for a show; suggestion came up booking the Bell Centre, but not ideal as Centre very busy during spring and isn't conducive for rehearsals. There was also the suggestion to sell DVDs of show as was done the last time; selling of DVDs was profitable, so would be good idea to that this

year as well. PAC was asked to keep an eye for anyone that may know of someone who could videotape it.

b. **PE special lessons:** Kelly approached staff about special lessons; asked re: taekwondo and suggestion from teachers was for Zumba; Ingrid knows of someone from a local dance studio that could teach it.

ACTION: Ingrid to touch base with Kelly about the Zumba instructor.

c. **Online Hot Lunch and Popcorn Orders:** Kelly discussed taking orders online as there are a couple of different websites set up for such things ie. Munch-a-Lunch and Hotlunch.web

d. **Parking Tickets:** City has been out patrolling the parking and people are being ticketed, so we need to be more aware of the 'no parking' zones.

e. **Behavioral Learning Intentions:** brought up at assembly on Mondays.

f. **Emergency Preparedness:** School needs to prepare a reunification plan; if we had to evacuate, we need to have a plan to match parents with children to ensure its' organized; Kelly will be working with teachers in spring on the plan and will get back to parents. Off sight location is Cambridge.

Erin brought up how we had discussed having a bag with food and extra clothing if needed, but idea has never been done. Issues with that is storage and where would these supplies go? If bins are outside, they can be vandalized, etc.

Kelly stated goal is get the communication part solidified as that is the most part of an emergency.

ACTION: Kelly to readdress at a later date.

6. **Student Desks:** Manvir wondering if K/1 split could have individual desks instead sitting around a round table. Some parents concerned about the grade 1 students not making the transition to normal desks. Kelly stated that it is an individual teacher call, but that even intermediate classes have round tables. Concerns to be brought to Mrs. Campbell.
7. **Parent Info Forms:** there are still forms that hadn't been filled out at the beginning of the year; another form will be sent out in January; form would emphasize that even though the school has the same info being requested, the school cannot release that information to the class parents. Some class parents got class lists and just emailed the parents stating if they would want contact with the class parent to email back; Kelly also requesting that if emails are going out, to please CC her.
8. **Saleema Noon:** Ingrid brought up idea of having a sex education counselor that has taught throughout the district; would be from K-7; those that have seen say her talk is not just about 'sex' but about safety, etc. Content based on what the children could

comprehend. Cambridge has had her come; cost ranges from \$700-1250, depending on options chosen.

ACTION: PAC to think about it and will be readdressed at January meeting

9. **Christmas Families:** Donations are being collected today and tomorrow am and will be given out December 20; there have been generous donations; is there a list that shows what has been bought so there aren't any duplicates; idea proposed where there could be a 'tree' with paper ornaments written what has been bought or an online document where it's recorded what has been bought.

ACTION: will do for next year

10. **Magic Show:** Erin updated that they have found a hall on 76th avenue, just pass Costco, the India Banquet Hall. Has been booked for March 1, 2014 12-4; show has to start at 12, as hall has another event in the evening. Erin to send out a 'save the date' email however tickets won't be sold until February; still have to sell at least 250 tickets to break even. Will be sending out notices to Cambridge and Woodward Hill early as well. Tables will be set up at the school for ticket sales and we maybe going to the other schools and setting up; any other ideas to pass on to Erin. Online ticket purchasing will also still be available.
11. **Fun Script:** went well; sold \$4000 worth of cards and got back just over \$200; Erin will organize another one in Easter, however can be purchased online, with shipping to be paid by the customer. Suggestion to maybe put order in earlier, like November.
12. **Budget:** n/a this month
13. **Movie Night:** Ingrid updated on behalf of Leah that movie night in December won't be happening, as Clova booked and Hollywood 3 theatres never got back to her. Kelly is allowing the next movie night at school to be a 'pizza movie night'.

Meeting adjourned at 1020 am 1st – Heidi, 2nd Linda